THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE WELLS

England & Wales · Charity number 1163165

Details

Other names	ST PHILIP'S CHURCH, TUNBRIDGE WELLS
Status	Registered
Legal form	Previously excepted
Registered	2015-08-17
Register	View on the Charity Commission register

Contact

Address	St. Philips Church Office Birken Road Tunbridge Wells TN2 3TE
Phone	01892531031
Email	Office@stphilipstw.co.uk
Website	stphilipstw.co.uk

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: It is a Church at Birken Road, Tunbridge WellsWe also operate a food bank called 'St Philips Church Community Larder at the same location.

Classification

- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

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Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£145,795	£126,004	-	-
2024-12-31	£110,843	£121,454	-	-
2023-12-31	£116,288	£152,763	-	-
2022-12-31	£118,962	£84,998	-	-
2021-12-31	£83,611	£95,027	-	-
2020-12-31	£91,277	£83,460	-	-

Trustees

Name	Role	Appointed
Rev Richard Nathan Thomas	Chair	2016-09-10
ANDREW CHARLES COLLINS		2026-05-10
CATHERINE JANE ROOT BA HONS		2018-04-22
Catherine Helen Kitley		2025-05-11
DENNIS PEARCE		2018-01-01
Ian Vaughan Thompson		2026-05-10
Lynda Christine Howlett		2025-05-11
Lynne Melanie Weatherly		2026-05-10
MARTYN PHILIP ROOT		2018-04-22
MIRCEA FLOREA-GABRIAN		2026-05-10
Michael James Williams		2025-05-11
Philippa Ruth Whatling		2025-05-11
Yuet Sum Theresa Mui		2025-05-11

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE W

England & Wales - Charity number 1163165

Accounts

St Philip's Church

ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2025

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

Reference and Administrative Information 2025

Office: Church Office
St Philip's Church
Birken Rd
Tunbridge Wells TN2 3TE

Vicar: The Revd, Richard Thomas
The Vicarage
Birken Road
Tunbridge Wells TN2 3TE

Bankers: Lloyds TSB Bank PLC
Mount Pleasant Road
Tunbridge Wells
TN1 1RP

Barclays Bank PLC
10 Calverley Road
Tunbridge Wells
TN1 2UZ

Independent Examiner:	Zachary Ramsden 63 Deakin Leas Tonbridge TN9 2JT	
Members of the PCC:	The Revd Richard Thomas	Vicar (Chairman)
	Mr Martyn Root	Warden
	Mrs Cathie Kitley	Warden
Elected to Deanery Synod	Mr Dennis Pearce	(2023-26)
	Mrs Cathie Kitley	(2023-26)
Elected Members	Mrs Sarah Farnes	(2023-26)
	Mrs Heather Payne	(2023-26)
	Mrs Lynda Howlett	(2024-27)
	Mrs Catherine Root	(2024-27)
	Mr Meic Williams	(2025-28)
	Mrs Pippa Whatling	(2025-28)
	Mrs Theresa Mui	(2025-28)

Co-opted Member PCC Secretary: Mrs Ailsa Hemsley

Church Operations Manager Mrs Emma Thompson
Finance & Gift Aid Secretary

Parish Treasurer: Vacancy

Registered Charity number: 1163165

Website: www.stphilipstw.co.uk

Signed:
RICHARD THOMAS on behalf of the PCC

Structure, Governance and Management

The Parish of St Philip, Tunbridge Wells was created with effect from 1 August 2004. The Parochial Church Council (PCC) is registered as a charity under the Charities Act 2011. The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

Charities Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing these financial statements the PCC have:

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and
- prepared the financial statements on the ongoing concern basis.

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively
- the assets are safeguarded against unauthorised use and disposition
- proper records are maintained and financial information used within the charity er for publication is reliable
- the charity complies with relevant laws and regulations.

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Roles. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on Sunday 11th May 2025.

Several teams operated by the PCC meet between full meetings of the PCC.
The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not formally met during the period of this report although has corresponded via email.
Other teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, buildings improvement, pastoral care and local outreach.
The PCC is also represented on several Christian organisations and associations in the town.

Objectives and Activities

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.
When planning activities for the year, the vicar and PCC have considered the Charity Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social arid ecumenical, it provides a benefit to the public by:

- Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- Supporting the wider mission of the Church through both prayer and grants to mission work, charities, and Christian relief agencies.

- Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
- Providing community facilities in Church premises for groups to meet for social and educational purposes.

Safeguarding

The Council has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

We continue to be committed to establishing a culture of safeguarding that believes that keeping children and vulnerable adults safe is everyone's responsibility and that we have strong systems in place to ensure that victims of historic abuse are able to seek help and support, and new concerns are dealt with swiftly and appropriately.

There have been six referrals made to the Parish Safeguarding Officer Catherine Root this year with Diocesan advice being sought on one occasion and appropriate action being taken. Thank you to the Church community for your vigilance and support in this area.

Areas of focus this year have included:

- Continuation of ensuring that people on church teams have appropriate Safeguarding training and have been DBS checked
- Continuation of ensuring that volunteers are recruited using the application form process
- Review of hirers' Safeguarding practices
- Use of the C of E dashboard tool to audit our safeguarding practice
- Revision of St Philips Safeguarding Policy
- St Philip's risk assessment template with ongoing review and updating of this for all St Philip's activities.

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met six times during the year in person. Average attendance was 82%. Major decisions included approval of:

a) Publication of a range of policies relating to health & safety and safeguarding across the main church and the church larder

b) The reappointment of Catherine Root as Parish Safeguarding Officer
c) Run an Alpha Course and Practising the Way Parts 1 & 2 Courses
d) Community Pantomime at Christmas
e) Complete Re-Revision of the Church Electoral Roll

The average weekly attendance of adults and children at the 10am Sunday service during 2025 was 85 compared to 70 in 2024 and this includes substantial growth in the number of young people attending. The average attendance at the monthly 8am service is 13.

All services have been conducted in person during 2025.

As of December 2025, there were 82 on the Church Electoral Roll.

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

Reserves

The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs which would be an amount of between £25k and £50k a year. At the end of 2025 the actual level of free reserves was £91k which is in excess of this level.

Financial risks

A financial appraisal of the parish funding showed that there would be a high impact on parish finances if some members' regular giving was reduced or ceased.

Income

Total income of £145k is higher than last year's total income of £111k and this year as in 2024 there were grants received for the Community Larder.

Expenses

Expenses totalled £126k an increase compared to £121k last year, mainly due to the first full year of Community Outreach Worker salary.

Transfers

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. £4,963 was transferred into the repair fund.

Funds

Overall the net movement of funds is a surplus of £19,791 resulting in net assets of £378k at the end of 2025 compared to £359k last year.

The general fund shows a surplus of £4,136 for the year leaving a balance of £91,862 to be carried forward as freely available reserves.

Other than Vicarage property fund, the major part of the Designated Fund includes £35,747 for church repair, £9k for Children's worker and £20,108 for the Community Outreach Larder project.

The balance on restricted funds stands at £3,345

Emma Thompson

Operations Manager

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2025

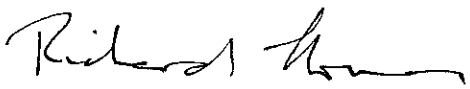
	Note	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total £	*2024 Total £*
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	64,747	28,434	93,181	*69,931*
Investment income	2 (b)	3,333	-	3,333	*2,333*
Charitable activities	2 (c)	10,375	-	10,375	*11,560*
Other trading activities	2 (d)	38,906	-	38,906	*27,019*
TOTAL		**117,361**	**28,434**	**145,795**	**110,843**
EXPENDITURE on					
Raising funds	3 (a)	**-**	**-**	**-**	-
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	82,357	24,756	107,113	*95,375*
(II) Support for the wider mission of the Church	3 (b ii)	4,204	-	4,204	*2,782*
(III) Provision of community facilities	3 (b iii)	14,354	333	14,687	*23,297*
TOTAL		**100,915**	**25,089**	**126,004**	***121,454***
NET MOVEMENT IN FUNDS in 2025		**16,446**	**3,345**	**19,791**	*-10,611*
Balances brought forward from end of last year		**358,690**	**-**	**358,690**	*369,301*
BALANCES CARRIED FORWARD 31st December 2025		**375,136**	**3,345**	**378,481**	**£ 358,690**

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2025

	Note	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total £	2024 Total £
FIXED ASSETS					
Tangible Fixed Assets	7	**219,667**	**-**	**219,667**	*220,971*
CURRENT ASSETS					
Debtors	8	**7,610**	**-**	**7,610**	*2,598*
Short Term Deposits	9	**109,726**	**-**	**109,726**	*77,393*
Cash at Bank & in Hand	10	**44,160**	**3,345**	**47,505**	*61,417*
		161,496	**3,345**	**164,841**	*141,408*
LIABILITIES:					
Amounts falling due within 1 year	11	**6,027**	**-**	**6,027**	*3,689*
NET CURRENT ASSETS		**155,469**	**3,345**	**158,814**	*137,719*
NET ASSETS		**375,136**	**3,345**	**378,481**	**358,690**
FUNDS					
- General	12	**91,862**	**-**	**91,862**	*87,726*
- Designated	12	**283,274**	**-**	**283,274**	*270,964*
Unrestricted		**375,136**	**-**	**375,136**	**358,690**
Restricted	13	**-**	**3,345**	**3,345**	**-**
TOTAL FUNDS		**375,136**	**3,345**	**378,481**	**358,690**

Signed on behalf of the PCC



Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2025

2 INCOME AND ENDOWMENTS

	2025 Unrestricted Funds	2025 Restricted Funds	2025 Total	*2024* Total
2 (a) Donations and legacies	£	£	£	£
Charities Aid Foundation donations	8,340		8,340	7,300
Tax recoveries	9,649		9,649	6,969
Other planned giving	44,030	3,965	47,995	38,508
Plate collections at services	2,728		2,728	2,421
Grants/Restricted/Designated donations	-	24,469	24,469	14,733
Legacies	-		-	-
All other giving	-		-	-
	64,747	**28,434**	**93,181**	**69,931**
2 (b) Investment income				
Interest	**3,333**	**-**	**3,333**	**2,333**
2 (c) Charitable activities				
Community larder income	9,858		9,858	10,673
Clergy fees	517		517	887
	10,375	**-**	**10,375**	**11,560**
2 (d) Other activities				
Rentals	37,855		37,855	26,603
Other income	1,051		1,051	416
	38,906	**-**	**38,906**	**27,019**
TOTAL	**117,361**	**28,434**	**145,795**	**110,843**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2025

3 EXPENDITURE

	2025			*2024*
	Unrestricted Funds	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
3 (a) Planned giving scheme expenses	**-**		**-**	-
3 (b) Charitable activities				
(i) Provision of Christian worship and ministry				
Diocese "offer"	35,000		35,000	33,000
Clergy expenses & housing costs	3,631		3,631	4,310
Services & fellowship	1,841		1,841	1,425
Adult work	2,464		2,464	783
Youth & childrens' work	5,754	3,965	9,719	2,019
Training and development	545		545	-
Outreach and publicity	418		418	208
Community larder costs	3,528	20,569	24,097	20,917
Subscriptions & sundry	2,419		2,419	1,772
Church & premises costs *(note 4)*	8,194	222	8,416	14,299
Management and administration *(note 5)*	18,563		18,563	16,642
	82,357	**24,756**	**107,113**	**95,375**
(ii) Support for the wider mission of the Church				
Grants and outward giving *(note 14)*	**4,204**		**4,204**	2,782
(iii) Provision of community facilities				
Church & premises costs *(note 4)*	12,291	333	12,624	21,448
Management and administration *(note 5)*	2,063		2,063	1,849
	14,354	**333**	**14,687**	**23,297**
TOTAL	**100,915**	**25,089**	**126,004**	**121,454**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2025

	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total £	*2024 Total £*
4 CHURCH AND PREMISES COSTS				
Insurance	1,768	-	1,768	*1,728*
Water rates	1,531	-	1,531	*1,274*
Gas and electricity	5,494	-	5,494	*6,148*
Cleaning	6,069	-	6,069	*5,867*
Maintenance & repairs	2,492	555	3,047	*14,190*
Equipment maintenance & renewal	1,827	-	1,827	*5,236*
Depreciation	1,304	-	1,304	*1,304*
	20,485	**555**	**21,040**	***35,747***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	8,194	222	8,416	*14,299*
Provision of community facilities - 60%	12,291	333	12,624	*21,448*
	20,485	**555**	**21,040**	**35,747**
5 MANAGEMENT & ADMINISTRATION				
Salaries	16,994	-	16,994	*14,553*
Stationery & postage	318	-	318	*450*
Telephone	992	-	992	*1,053*
Office computer and software	874	-	874	*755*
Office equipment hire & maintenance	-	-	-	-
Website maintenance	230	-	230	*345*
Other administrative costs	-	-	-	-
Professional fees	1,218	-	1,218	*1,335*
	20,626	**-**	**20,626**	**18,491**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	18,563	-	18,563	*16,642*
Provision of community facilities *(10%)*	2,063	-	2,063	*1,849*
Total	**20,626**	**-**	**20,626**	**18,491**

	2025	**2024**
6 STAFF COSTS	29,569	20,403

During 2025 the PCC employed an office administrator, a cleaner, and a community outreach worker, all on a part-time basis.
No employees earned over £60,000.

None of the PCC members have been paid any remuneration or received any other benefits from the charity (2024 - none).
No payment other than for reimbursed expenses were made to PCC members (2024 - none).
There have been no transactions with persons or entities that are closely connected to the charity or the PCC members (2024 - none).

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2025

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2025 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

	£
At 31st Dec. 2024	**218,016**
At 31st Dec. 2025	**218,016**

Equipment

Cost at 31st Dec. 2024	**5,216**
Additions in the year	**-**
Cost at 31st Dec. 2025	**5,216**
Depreciation at 31.12.24	**2,261**
Deprecation in the year	**1,304**
Depreciation at 31st Dec. 2025	**3,565**

Net book value

At 31st Dec. 2024	**220,971**
At 31st Dec. 2025	**219,667**

	2025 Unrestricted Funds	2025 Restricted Funds	2025 Total	*2024 Total*
	£	£	£	£
8 DEBTORS				
Tax recoverable	2,701	-	2,701	1,881
Other debtors	4,909	-	4,909	717
	7,610	-	7,610	2,598
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	73,979	-	73,979	46,591
Diocesan Church Repair Fund	35,747	-	35,747	30,802
	109,726	-	109,726	77,393
10 CASH AT BANK & IN HAND				
Lloyds Bank	41,216	-	41,216	47,206
Barclays Bank	6,012		6,012	14,046
Cash in hand	277		277	165
	47,505	-	47,505	61,417
11 LIABILITIES				
Sundry creditors and accruals	6,027		6,027	3,689
	6,027	-	6,027	3,689

NOTES TO THE ACCOUNTS for the year ended 31st December 2025

12 UNRESTRICTED FUNDS	**At 1/1/25**	**Income**	**Expenditure**	**Transfers**	**At 31/12/25**
	£	£	£	£	£
General Fund (page 15)	**87,726**	**106,558**	**-97,387**	**-5,035**	**91,862**
Designated Funds					
Vicarage Property Fund	218,016				218,016
Community Larder Fund	13,706	9,858	-3,528	72	20,108
Church Repair Fund	29,839	945		4,963	35,747
Vicar's Discretionary Fund	403				403
Children and Families Worker Support Fund	9,000				9,000
Total Designated Funds	**270,964**	**10,803**	**-3,528**	**5,035**	**283,274**
Total unrestricted funds	**358,690**	**117,361**	**-100,915**	-	**375,136**

13 RESTRICTED FUNDS

Roof fund	-	3,900	-555		3,345
Community Outreach Worker fund		3,965	-3,965		-
Community Larder grants and donation	-	20,569	-20,569		-
	-	**28,434**	**-25,089**	**-**	**3,345**
Total Funds	**358,690**	**145,795**	**-126,004**	-	**378,481**

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.
The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.
The Church Repair Fund represents the funds held with the Diocese set aside for future quinquenial repairs.
Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.
The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.
Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.
Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.
Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other purpose without the express permission of the donors.

14 COMMUNITY LARDER

	Designated funds	**Restricted funds**	**Total funds**
Brought forward fund	13,706		13,706
Income - Cash	9,858		9,858
Income - Donations		20,569	20,569
Expenses	-3,528	-20,569	-24,097
Transfers	72		72
Carried forward fund	20,108	-	20,108

Parish of St Philip Tunbrldge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2025

15. GRANTS/OUTWARD GIVING

	2025			*2024*
	Unrestricted Funds	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
1. Overseas relief and development agencies				
Magunda Care Centre	-		-	*235*
Mpapwa Fund	-		-	*1,000*
STPC Tanzania	1,120		1,120	*600*
2. Home mission and other charitable giving				
Life and Soul	-		-	*500*
Children with Cancer	100		100	*-*
Hope House	-		-	*500*
Gifts to individuals	438		438	*120*
Change in Mission tithe creditor	2,646		2,646	*-173*
Totals*	**4,304**	**-**	**4,304**	***2,782***

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2025

INCOME	2025	2024
Envelopes & direct to bank	44,030	37,008
Charities Aid Foundation donations	8,340	7,300
Tax recoveries	9,649	6,969
Plate & other donations	2,728	2,421
Legacies	-	-
Fees, hirings & other income	41,811	30,239
TOTAL INCOME per accounts *(page 13)*	**106,558**	**83,937**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	35,000	33,000
Clergy and other expenses	17,072	16,701
Church running costs including repairs	41,111	46,554
Mission Tithe allocation	4,204	2,782
TOTAL EXPENDITURE *(page 13)*	**97,387**	**99,037**
Transfer to Repairs Fund	4,963	4,000
Transfer to other funds	72	-
TOTAL OUTGOINGS	**102,422**	**103,037**
SURPLUS FOR YEAR	**4,136**	**-19,100**
Balance brought forward	87,726	106,826
Balance carried forward *(pages 7/13)*	**91,862**	**87,726**

Independent Examiner's Report to the Trustees of the

Parochial Church Council of of the Ecclesiastical Parish of St Philip Tunbridge Wells

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2025.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Zachary Ramsden

Name: Zachary Ramsden FCA

Chartered Accountant

63 Deakin Leas, Tonbridge, Kent TN9 2JT

Date: 7th May 2026

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE W

England & Wales - Charity number 1163165

Accounts

St Philip's Church

ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2024

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

Reference and Administrative Information 2024

Office: Church Office
St Philip's Church
Birken Rd
Tunbridge Wells TN2 3TE

Vicar: The Revd, Richard Thomas
The Vicarage
Birken Road
Tunbridge Wells TN2 3TE

Bankers: Lloyds TSB Bank PLC
Mount Pleasant Road
Tunbridge Wells
TN1 1RP

Barclays Bank PLC
10 Calverley Road
Tunbridge Wells
TN1 2UZ

Independent Examiner:	Zachary Ramsden 63 Deakin Leas Tonbridge TN9 2JT	
Members of the PCC:	The Revd Richard Thomas	Vicar (Chairman)
	Mr Martyn Root	Warden
	Mr Andrew Collins	Warden
Elected to Deanery Synod	Mr Dennis Pearce	(2023-26)
	Mrs Cathie Kitley	(2023-26)
Elected Members	Mrs Sarah Farnes	(2023-26)
	Mrs Heather Payne	(2023-26)
	Mrs Ailsa Hemsley	(2022-25)
	Mr Mike Hobden	(2022-25)
	Mrs Morgan Senior	(2022-25)
	Mrs Lynda Howlett	(2024-27)
	Mrs Catherine Root	(2024-27)

Co-opted Member	Mrs Ailsa Hemsley	Secretary from 3.4.22
Parish Administrator/ Finance Officer/ Gift Aid Secretary	Mrs Emma Thompson	
Parish Treasurer:	Vacancy	

Registered Charity number: 1163165

Website: www.stphilipstw.co.uk

Signed:
RICHARD THOMAS on behalf of the PCC

Structure, Governance and Management

The Parish of St Philip, Tunbridge Wells was created with effect from 1 August 2004. The Parochial Church Council (PCC) is registered as a charity under the Charities Act 2011. The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

Charities Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing these financial statements the PCC have:

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and
- prepared the financial statements on the ongoing concern basis.

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively
- the assets are safeguarded against unauthorised use and disposition
- proper records are maintained and financial information used within the charity er for publication is reliable
- the charity complies with relevant laws and regulations.

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Roles. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on 28th April 2024.

Several teams operated by the PCC meet between full meetings of the PCC.
The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not formally met during the period of this report although has corresponded via email.
Other teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, buildings improvement, pastoral care and local outreach.
The PCC is also represented on several Christian organisations and associations in the town.

Objectives and Activities

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.
When planning activities for the year, the vicar and PCC have considered the Chanty Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social arid ecumenical, it provides a benefit to the public by:

- Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- Supporting the wider mission of the Church through both prayer and grants to mission work, charities, and Christian relief agencies.

- Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
- Providing community facilities in Church premises for groups to meet for social and educational purposes.

Safeguarding

The Council has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

We continue to be committed to establishing a culture of safeguarding that believes that keeping children and vulnerable adults safe is everyone's responsibility and that we have strong systems in place to ensure that victims of historic abuse are able to seek help and support, and new concerns are dealt with swiftly and appropriately.

There have been four referrals made to the Parish Safeguarding Officer Catherine Root this year with Diocesan advice being sought on two occasions and appropriate action being taken. Thank you to the Church community for your vigilance and support in this area.

<u>Areas of focus this year have included:</u>

- Continuation of ensuring that people on church teams have appropriate safeguarding training and have been DBS checked
- Continuation of ensuring that volunteers are recruited using the application form process
- Review of hirers' safeguarding practices
- Use of the C of E dashboard tool to audit our safeguarding practice
- Revision of St Philips safeguarding policy
- Review and redesign of St Philip's risk assessment template with ongoing review and updating of this for all St Philip's activities.

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met six times during the year in person. Average attendance was 84%. Major decisions included approval of:

a) Appointment of Emily Cheesman as the church Community Outreach worker

b) Introduction of a 'Let's Practise English' group for church and local non-native English speakers

c) Establishment of a formal partnership with St Philip's Theological College, Kongwa, Tanzania

d) Publication of a range of policies relating to health & safety and safeguarding across the main church and the church larder

e) The reappointment of Catherine Root as Parish Safeguarding Officer

f) Presentation of the Church of England Living in Love and Faith resources

g) Diocesan approval and tenders received in progress towards a partial roof replacement

h) Reintroduction of an 8am service

i) Purchase of chairs and an office photocopier

The average weekly attendance of adults and children at the 10am Sunday service during 2024 was 70 compared to 56 in 2023 and this includes substantial growth in the number of young people attending. The average attendance at the monthly 8am service introduced in 2024 is 11.

Although services have been conducted in person during 2024, the services have also been recorded for upload to the church website.

As of December 2024, there were 77 on the Church electoral roll, unchanged on the previous year.

Ailsa Hemsley
PCC Secretary

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

Reserves

The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs which would be an amount of between £25k and £50k a year. At the end of 2024 the actual level of free reserves was £87k which is in excess of this level.

Financial risks

A financial appraisal of the parish funding showed that there would be a high impact on parish finances if some members' regular giving was reduced or ceased.

Income

Total income of £111k is higher than last year's total income of £104k and this year as in 2023 there were grants received for the Community Larder.

Expenses

Expenses totalled £121k a significant reduction compared to £140k last year.

Transfers

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. £4k was transferred into the repair fund, the same as last year.

Funds

Overall the net movement of funds is a deficit of £10,611 resulting in net assets of £359k at the end of 2024 compared to £369k last year.

The general fund shows a deficit of £19,100 for the year leaving a balance of £87,826 to be carried forward as freely available reserves.

Other than Vicarage property fund, the major part of the Designated Fund includes £29,839 for church repair, £9k for Children's worker and £9,217 for Community Outreach Larder project.

The balance on restricted funds stands at £nil.

Emma Thompson

Finance Officer

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2024

	Note	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	*2023 Total £*
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	53,698	16,233	69,931	*68,453*
Investment income	2 (b)	2,333	-	2,333	*997*
Charitable activities*	2 (c)	11,560	-	11,560	*12,072*
Other trading activities	2 (d)	27,019	-	27,019	*22,266*
TOTAL		**94,610**	**16,233**	**110,843**	**103,788**
EXPENDITURE on					
Raising funds	3 (a)	**-**	**-**	**-**	-
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	80,042	15,333	95,375	*102,592*
(II) Support for the wider mission of the Church	3 (b ii)	2,782	-	2,782	*3,643*
(III) Provision of community facilities	3 (b iii)	22,397	900	23,297	*34,029*
TOTAL		**105,221**	**16,233**	**121,454**	***140,264***
NET MOVEMENT IN FUNDS in 2024		**-10,611**	**-**	**-10,611**	*-36,476*
Balances brought forward from end of last year		**369,301**	**-**	**369,301**	*405,776*
BALANCES CARRIED FORWARD 31st December 2024		**358,690**	**-**	**358,690**	**£ 369,300**

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2024

	Note	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	2023 Total £
FIXED ASSETS					
Tangible Fixed Assets	7	**220,971**	-	**220,971**	*220,887*
CURRENT ASSETS					
Debtors	8	**2,598**	-	**2,598**	*2,936*
Short Term Deposits	9	**77,393**	-	**77,393**	*36,061*
Cash at Bank & in Hand	10	**61,417**	-	**61,417**	*113,566*
		141,408	-	**141,408**	*152,563*
LIABILITIES:					
Amounts falling due within 1 year	11	**3,689**	-	**3,689**	*4,149*
NET CURRENT ASSETS		**137,719**	-	**137,719**	*148,414*
NET ASSETS		**358,690**	-	**358,690**	**369,301**
FUNDS					
- General	12	**87,726**	-	**87,726**	*106,826*
- Designated	12	**270,964**	-	**270,964**	*262,475*
Unrestricted		**358,690**	-	**358,690**	**369,301**
Restricted	13	-	-	-	-
TOTAL FUNDS		**358,690**	-	**358,690**	**369,301**

Signed on behalf of the PCC

Richard Thomas

3rd April 2025

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2024

2 INCOME AND ENDOWMENTS

	2024 Unrestricted Funds	2024 Restricted Funds	2024 Total	*2023* Total
2 (a) Donations and legacies	£	£	£	£
Charities Aid Foundation donations	7,300		7,300	6,060
Tax recoveries	6,969		6,969	7,876
Other planned giving	37,008	1,500	38,508	39,902
Plate collections at services	2,421		2,421	2,427
Grants/Restricted/Designated donations	-	14,733	14,733	12,150
Legacies	-		-	-
All other giving	-		-	38
	53,698	**16,233**	**69,931**	**68,453**
2 (b) Investment income				
Interest	**2,333**	**-**	**2,333**	**997**
2 (c) Charitable activities				
Community outreach	10,673		10,673	11,396
Clergy fees	887		887	676
	11,560	**-**	**11,560**	**12,072**
2 (d) Other activities				
Rentals	26,603	-	26,603	21,574
Other income	416	-	416	692
	27,019	**-**	**27,019**	**22,266**
TOTAL	**94,610**	**16,233**	**110,843**	**103,788**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2024

3 EXPENDITURE

	2024			*2023*
	Unrestricted Funds	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
3 (a) Planned giving scheme expenses	**-**		**-**	-
3 (b) Charitable activities				
(i) Provision of Christian worship and ministry				
Diocese "offer"	33,000		33,000	30,000
Clergy expenses & housing costs	4,310		4,310	4,724
Services & fellowship	1,425		1,425	838
Adult work	783		783	1,484
Youth & childrens' work	2,019		2,019	4,000
Training and development	-		-	-
Outreach and publicity	208		208	110
Community outreach costs	6,184	14,733	20,917	25,147
Subscriptions & sundry	1,772		1,772	1,542
Church & premises costs *(note 4)*	13,699	600	14,299	21,722
Management and administration *(note 5)*	16,642		16,642	13,025
	80,042	**15,333**	**95,374**	**102,592**
(ii) Support for the wider mission of the Church				
Grants and outward giving *(note 14)*	**2,782**		**2,782**	3,643
(iii) Provision of community facilities				
Church & premises costs *(note 4)*	20,548	900	21,448	32,582
Management and administration *(note 5)*	1,849		1,849	1,447
	22,397	**900**	**23,297**	**34,029**
TOTAL	**105,221**	**16,233**	**121,453**	**140,264**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2024

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	*2023 Total £*
4 CHURCH AND PREMISES COSTS				
Insurance	1,728	-	1,728	*1,580*
Water rates	1,274	-	1,274	*143*
Gas and electricity	6,148	-	6,148	*8,339*
Cleaning	5,867	-	5,867	*4,391*
Maintenance & repairs	14,190	-	14,190	*36,694*
Equipment maintenance & renewal	3,736	1,500	5,236	*2,200*
Depreciation	1,304	-	1,304	*957*
	34,247	**1,500**	**35,747**	***54,304***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	13,699	600	14,299	*21,722*
Provision of community facilities - 60%	20,548	900	21,448	*32,582*
	34,247	**1,500**	**35,747**	**54,304**
5 MANAGEMENT & ADMINISTRATION				
Salaries	14,553	-	14,553	*11,376*
Stationery & postage	450	-	450	*264*
Telephone	1,053	-	1,053	*804*
Office computer and software	755	-	755	*585*
Office equipment hire & maintenance	-	-	-	*-*
Website maintenance	345	-	345	*427*
Other administrative costs	-	-	-	*12*
Professional fees	1,335	-	1,335	*1,004*
	18,491	**-**	**18,491**	**14,472**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	16,642	-	16,642	*13,025*
Provision of community facilities *(10%)*	1,849	-	1,849	*1,447*
Total	**18,491**	**-**	**18,491**	**14,472**

	2024	**2023**
6 STAFF COSTS	20,403	17,804

During 2024 the PCC employed an office administrator, a cleaner, and a community outreach worker, all on a part-time basis.
No employees earned over £60,000.

None of the PCC members have been paid any remuneration or received any other benefits from the charity (2023 - none).
No payment other than for reimbursed expenses were made to PCC members (2023 - none).
There have been no transactions with persons or entities that are closely connected to the charity or the PCC members (2023 - none).

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2024

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2024 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

	£
At 31st Dec. 2023	**218,016**
At 31st Dec. 2024	**218,016**

Equipment

Cost at 31st Dec. 2023	**3,828**
Additions in the year	**1,388**
Cost at 31st Dec. 2023	**5,216**
Depreciation at 31.12.23	**957**
Deprecation in the year	**1,304**
Depreciation at 31st Dec. 2024	**2,261**

Net book value

At 31st Dec. 2023	**220,887**
At 31st Dec. 2024	**220,971**

	2024 Unrestricted Funds	2024 Restricted Funds	2024 Total	*2023 Total*
	£	£	£	£
8 DEBTORS				
Tax recoverable	1,881	-	1,881	1,996
Other debtors	717	-	717	940
	2,598	-	2,598	2,936
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	46,591	-	46,591	10,221
Diocesan Church Repair Fund	30,802	-	30,802	25,840
	77,393	-	77,393	36,061
10 CASH AT BANK & IN HAND				
Lloyds Bank	47,206	-	47,206	74,123
Barclays Bank	14,046		14,046	39,322
Cash in hand	165		165	121
	61,417	-	61,417	113,566
11 LIABILITIES				
Sundry creditors and accruals	3,689		3,689	4,149
	3,689	-	3,689	4,149

NOTES TO THE ACCOUNTS for the year ended 31st December 2024

12 UNRESTRICTED FUNDS	**At 1/1/24**	**Income**	**Expenditure**	**Transfers**	**At 31/12/24**
	£	£	£	£	£
General Fund (page 15)	**106,826**	**83,937**	**-99,037**	**-4,000**	**87,726**
Designated Funds					
Vicarage Property Fund	218,016				218,016
Community outreach	9,217	10,673	-6,184		13,706
Church Repair Fund	25,839			4,000	29,839
Vicar's Discretionary Fund	403				403
Children and Families Worker Support Fund	9,000				9,000
Total Designated Funds	**262,475**	**10,673**	**-6,184**	**4,000**	**270,964**
Total unrestricted funds	**369,301**	**94,610**	**-105,221**	-	**358,690**
13 RESTRICTED FUNDS					
Chair fund	-	1,500	-1,500		-
Larder grants	-	14,733	-14,733		-
	-	**16,233**	**-16,233**	**-**	**-**
Total Funds	**369,301**	**110,843**	**-121,454**	-	**358,690**

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.

The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.

The Church Repair Fund represents the funds held with the Diocese set aside for future quinquenial repairs.

The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.

Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.

The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.

Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.

Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.

Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other

Parish of St Philip Tunbrldge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2024

14. GRANTS/OUTWARD GIVING

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	*2023* Total £
1. Overseas relief and development agencies				
Magunda Care Centre	235		235	*400*
Kisumu Children Trust			-	*400*
UNICEF			-	*360*
Christian Aid			-	*270*
Mpapwa Fund	1,000		1,000	-
STPC Tanzania	600		600	-
2. Home mission and other charitable giving				
Life and Soul	500		500	*400*
Tunbridge Wells Youth for Christ			-	*400*
Temple Grove School			-	*275*
Aspens			-	*175*
Hospice in the Weald			-	*175*
Churches for Tunbridge Wells			-	*25*
Hope House	500		500	-
Gifts to individuals	120		120	*370*
Change in Mission tithe creditor	-173		-173	*393*
Totals*	**2,782**	**-**	**2,782**	***3,643***

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2024

INCOME	2024	2023
Envelopes & direct to bank	37,008	39,540
Charities Aid Foundation donations	7,300	6,060
Tax recoveries	6,969	7,876
Plate & other donations	2,421	2,427
Legacies	-	-
Fees, hirings & other income	30,239	23,661
TOTAL INCOME per accounts *(page 13)*	**83,937**	**79,564**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	33,000	30,000
Clergy and other expenses	16,701	22,980
Church running costs including repairs	46,554	49,296
Mission Tithe allocation	2,782	3,643
TOTAL EXPENDITURE *(page 13)*	**99,037**	**105,919**
Transfer to Repairs Fund	4,000	4,000
Transfer from other funds	-	-4,976
TOTAL OUTGOINGS	**103,037**	**104,943**
SURPLUS FOR YEAR	**-19,100**	**-25,379**
Balance brought forward	106,826	132,205
Balance carried forward *(pages 7/13)*	**87,726**	**106,826**

Independent Examiner's Report to the Trustees of the

Parochial Church Council of of the Ecclesiastical Parish of St Philip Tunbridge Wells

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Zachary Ramsden

Name: Zachary Ramsden FCA

Chartered Accountant

63 Deakin Leas, Tonbridge, Kent TN9 2JT

Date: 6th April 2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE W

England & Wales - Charity number 1163165

Accounts

St Philip's Church

ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2023

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

Reference and Administrative Information 2023

Office: Church Office
St Philip's Church
Birken Rd
Tunbridge Wells TN2 3TE

Vicar: The Revd, Richard Thomas
The Vicarage
Birken Road
Tunbridge Wells TN2 3TE

Bankers: Lloyds TSB Bank PLC
Mount Pleasant Road
Tunbridge Wells
TN1 1RP

Barclays Bank PLC
10 Calverley Road
Tunbridge Wells
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Independent Examiner:	Zachary Ramsden 63 Deakin Leas Tonbridge TN9 2JT	
Members of the PCC:	The Revd Richard Thomas	Vicar (Chairman)
	Mr Martyn Root	Warden
	Mr Andrew Collins	Warden
Elected to Deanery Synod	Mr Dennis Pearce	(2023-26)
	Mrs Cathie Kitley	(2023-26)
Elected Members	Mrs Sarah Farnes	(2023-26)
	Mrs Heather Payne	(2023-26)
	Miss Ciara Tringham	(2023-26)
	Mrs Ailsa Hemsley	(2022-25)
	Mr Mike Hobden	(2022-25)
	Mrs Morgan Senior	(2022-25)
	Mrs Lynda Howlett	(2021-24)

	Mrs Catherine Root	(2021-24)
	Mrs Kay Williams	(2021-24)
Co-opted Member	Mrs Ailsa Hemsley	Secretary from 3.4.22
Parish Administrator/ Finance Officer/ Gift Aid Secretary	Ms Emma Heasman	
Parish Treasurer:	Vacancy	

Registered Charity number: 1163165

Website: www.stphilipstw.co.uk

Signed:
RICHARD THOMAS on behalf of the PCC

Structure, Governance and Management

The Parish of St Philip, Tunbridge Wells was created with effect from 1 August 2004. The Parochial Church Council (PCC) is registered as a charity under the Charities Act 2011. The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

Charities Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing these financial statements the PCC have:

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and
- prepared the financial statements on the ongoing concern basis.

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively
- the assets are safeguarded against unauthorised use and disposition
- proper records are maintained and financial information used within the charity er for publication is reliable
- the charity complies with relevant laws and regulations.

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Roles. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on May 14, 2023.

Several teams operated by the PCC meet between full meetings of the PCC.
The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not formally met during the period of this report although has corresponded via email.
Other teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, buildings improvement, pastoral care and local outreach.
The PCC is also represented on several Christian organisations and associations in the town.

Objectives and Activities

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.
When planning activities for the year, the vicar and PCC have considered the Chanty Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social arid ecumenical, it provides a benefit to the public by:

- Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- Supporting the wider mission of the Church through both prayer and grants to mission work, charities, and Christian relief agencies.

- Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
- Providing community facilities in Church premises for groups to meet for social and educational purposes.

Safeguarding

The Council has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

We continue to be committed to establishing a culture of safeguarding that believes that keeping children and vulnerable adults safe is everyone's responsibility and that we have strong systems in place to ensure that victims of historic abuse are able to seek help and support, and new concerns are dealt with swiftly and appropriately.

There have been two referrals made to the Parish Safeguarding Officer Catherine Root this year with Diocesan advice being sought on both occasion and appropriate action being taken. Thank you to the Church community for your vigilance and support in this area.

<u>Areas of focus this year have included:</u>

- Continuation of ensuring that people on church teams have appropriate safeguarding training and have been DBS checked
- Formation of regular safeguarding meetings involving the PSO, Vicar and Church Administrator
- Implementation of a more rigorous recruitment of volunteers to church teams process
- The refreshment of the safeguarding noticeboard and website page
- 'Safeguarding spots' at occasional Sunday morning services
- Review of hirers' safeguarding practices

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met six times during the year in person. Average attendance was 82%. Major decisions included approval of:

a) Publication of a range of policies relating to health & safety and safeguarding
b) Introduction of a non-alcoholic communion option
c) The reappointment of Catherine Root as Parish Safeguarding Officer
d) Appointment of Emma Heasman as finance lead, including for Gift Aid

e) Redevelopment of church website
f) Completion of the toilet refurbishment and projector replacement
g) Initial approval to roof replacement project (to be continued during 2024)
h) Introduction of the larder café
i) Approval of the introduction of a youth group for neurodiverse young people during 2024.

The average weekly attendance of adults and children at the 10am Sunday service during 2023 was 56 compared to 50 in 2022 and this includes substantial growth in the number of young people attending. Although services have been conducted in person during 2023, the services have also been recorded for upload to the church website.
Volunteers from the church have run a weekly Community Larder which is financed by users' donations, as well as several grants, and benefits from discounted purchases from Fair Share. An average of 72 people attend each week, often additionally on behalf of others. It is estimated that a total of 207 people each week benefit from support of the Larder. An average of 36 people attend the café, limited by space and tables/chairs.

Other outreach initiatives held during the year include:

January

- Church Quiz Night

December:

- Christmas Craft evening

The generally private ministry of pastoral care in the parish also is carried out.

The church also holds daily prayer meetings, youth group meetings and courses including Alpha, Holy Spirit and Lent courses.

Electoral Roll

As of December 2023, there were 77 on the Church Electoral Roll, unchanged on the previous year.

Ailsa Hemsley

PCC secretary

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

Reserves

The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs which would be an amount of between £30 and £60k a year. At the end of 2023 the actual level of free reserves was £113k which is in excess of this level.

Financial risks

A financial appraisal of the parish funding showed that there would be a high impact on parish finances if some members' regular giving was reduced or ceased. Another financial risk is the lack of rental income as a result of pandemic as we experienced in 2020-2021 due to Covid-19.

Income

Total income of £116k is slightly lower than last year's total income of £118k. There was extra income towards upgrading the toilets last year, and this year there were extra grants received for the Community Larder.

Expenses

Expenses totalled £152k compared to £84k last year. This increase was mainly due to spending on upgrading the toilets, increases in gas and electricity costs and a youth worker salary for part of the year.

Transfers

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. £4k was transferred into the repair fund, the same as last year.

Funds

Overall the net movement of funds is a deficit of £35k resulting in net assets of £369k at the end of 2023 compared to £405k last year.

The general fund shows a deficit of £25k for the year leaving a balance of £107k to be carried forward as freely available reserves.

Other than Vicarage property fund, the major part of the Designated Fund includes £25k for church repair, £9k for Children's worker and £8k for Community Outreach Larder project.

The balance on restricted funds stands at £nil as £6k remaining from the shower project was used to upgrade the toilets and £3k was spent on the children's worker salary.

Emma Heasman

Finance Officer

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	*2022 Total £*
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	56,303	24,650	80,953	*78,587*
Investment income	2 (b)	997	-	997	*158*
Charitable activities*	2 (c)	12,072	-	12,072	*23,420*
Other trading activities	2 (d)	22,266	-	22,266	*16,797*
TOTAL		**91,638**	**24,650**	**116,288**	**118,962**
EXPENDITURE on					
Raising funds	3 (a)	**-**	**-**	**-**	-
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	85,133	29,958	115,091	*77,002*
(II) Support for the wider mission of the Church	3 (b ii)	3,643	-	3,643	*1,850*
(III) Provision of community facilities	3 (b iii)	30,140	3,889	34,029	*6,146*
TOTAL		**118,916**	**33,847**	**152,763**	***84,998***
NET MOVEMENT IN FUNDS in 2023		**-27,278**	**-9,197**	**-36,475**	**33,964**
Balances brought forward from end of last year		**396,579**	**9,197**	**405,776**	*371,812*
BALANCES CARRIED FORWARD 31st December 2023		**369,301**	**-**	**369,301**	**£ 405,776**

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2023

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	2022 Total £
FIXED ASSETS					
Tangible Fixed Assets	7	**220,887**	**-**	**220,887**	*218,016*
CURRENT ASSETS					
Debtors	8	**2,936**	**-**	**2,936**	*3,713*
Short Term Deposits	9	**36,061**	**-**	**36,061**	*31,063*
Cash at Bank & in Hand	10	**113,566**	**-**	**113,566**	*156,086*
		152,563	**-**	**152,563**	*190,862*
LIABILITIES:					
Amounts falling due within 1 year	11	**4,149**	**-**	**4,149**	*3,102*
NET CURRENT ASSETS		**148,414**	**-**	**148,414**	*187,760*
NET ASSETS		**369,301**	**-**	**369,301**	**405,776**
FUNDS					
- General	12	**106,826**	**-**	**106,826**	*132,205*
- Designated	12	**262,475**	**-**	**262,475**	*264,374*
Unrestricted		**369,301**	**-**	**369,301**	**396,579**
Restricted	13	**-**	**-**	**-**	*9,197*
TOTAL FUNDS		**369,301**	**-**	**369,301**	**405,776**

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

2 INCOME AND ENDOWMENTS

	2023			*2022*
2 (a) Donations and legacies	**Unrestricted Funds**	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
Charities Aid Foundation donations	6,060		6,060	5,835
Tax recoveries	7,876		7,876	7,665
Other planned giving	39,902		39,902	53,855
Plate collections at services	2,427		2,427	948
Grants/Restricted/Designated donations	-	24,650	24,650	7,385
Legacies	-		-	2,022
All other giving	38		38	877
	56,303	**24,650**	**80,953**	**78,587**
2 (b) Investment income				
Interest	**997**	**-**	**997**	**158**
2 (c) Charitable activities				
Community outreach	11,396		11,396	21,970
Pippins	-		-	447
Clergy fees	676		676	1,003
	12,072	**-**	**12,072**	**23,420**
2 (d) Other activities				
Rentals	21,574	-	21,574	14,477
Other income	692	-	692	2,320
	22,266	**-**	**22,266**	**16,797**
TOTAL	**91,638**	**24,650**	**116,288**	**118,962**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2023

3 EXPENDITURE

	2023			*2022*
	Unrestricted Funds	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
3 (a) Planned giving scheme expenses	**-**		**-**	-
3 (b) Charitable activities				
(i) Provision of Christian worship and ministry				
Diocese "offer"	30,000		30,000	30,000
Clergy expenses & housing costs	4,724		4,724	4,619
Services & fellowship	838		838	1,775
Adult work	1,484		1,484	-
Youth & childrens' work	1,285	2,715	4,000	11,369
Training and development	-		-	300
Outreach and publicity	110		110	255
Community outreach costs	12,997	24,650	37,647	15,411
Subscriptions & sundry	1,542		1,542	619
Church & premises costs *(note 4)*	19,129	2,593	21,722	3,412
Management and administration *(note 5)*	13,025		13,025	9,243
	85,133	**29,958**	**115,091**	**77,002**
(ii) Support for the wider mission of the Church				
Grants and outward giving *(note 14)*	**3,643**		**3,643**	1,850
(iii) Provision of community facilities				
Church & premises costs *(note 4)*	28,693	3,889	32,582	5,119
Management and administration *(note 5)*	1,447		1,447	1,027
	30,140	**3,889**	**34,029**	**6,146**
TOTAL	**118,916**	**33,847**	**152,763**	**84,998**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2023

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	*2022 Total £*
4 CHURCH AND PREMISES COSTS				
Insurance	1,580	-	1,580	*1,460*
Water rates	143	-	143	*103*
Gas	4,738	-	4,738	*1,323*
Electricity	3,601	-	3,601	*1,262*
Cleaning	4,391	-	4,391	*3,521*
Maintenance & repairs	30,212	6,482	36,694	*570*
Equipment maintenance & renewal	2,200	-	2,200	*292*
Depreciation	957		957	-
	47,822	**6,482**	**54,304**	***8,531***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	19,129	2,593	21,722	*3,412*
Provision of community facilities - 60%	28,693	3,889	32,582	*5,119*
	47,822	**6,482**	**54,304**	**8,531**
5 MANAGEMENT & ADMINISTRATION				
Salaries	11,376	-	11,376	*7,488*
Stationery & postage	264	-	264	*290*
Telephone	804	-	804	*616*
Office computer and software	585	-	585	*1,099*
Office equipment hire & maintenance	-	-	-	*317*
Website maintenance	427	-	427	-
Other administrative costs	12	-	12	-
Independent Examiner's fees	1,004	-	1,004	*460*
	14,472	**-**	**14,472**	**10,270**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	13,025	-	13,025	*9,243*
Provision of community facilities *(10%)*	1,447	-	1,447	*1,027*
Total	**14,472**	**-**	**14,472**	**10,270**

	2023	**2022**
6 STAFF COSTS	17,804	21,176

During 2023 the PCC employed an office adminstrator, a cleaner, and a youth worker, all on a part-time basis working from 6 to 16 hours per week, none of whom earned over £60,000.

None of the PCC members have been paid any remuneration or received any other benefits from the charity (2022 - none).
No payment other than for reimbursed expenses were made to PCC members (2022 - none).
There have been no transactions with persons or entities that are closely connected to the charity or the PCC members (2022 - none).

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

	£
At 31st Dec. 2022	**218,016**
At 31st Dec. 2023	**218,016**

Equipment

Cost at 31st Dec. 2022	**-**
Additions in the year	**3,828**
Cost at 31st Dec. 2023	**3,828**
Depreciation at 31.12.22	**-**
Deprecation in the year	**957**
Depreciation at 31st Dec. 2023	**957**

Net book value

At 31st Dec. 2022	**218,016**
At 31st Dec. 2023	**220,887**

	2023 Unrestricted Funds	2023 Restricted Funds	2023 Total	*2022 Total*
	£	£	£	*£*
8 DEBTORS				
Tax recoverable	1,996	-	1,996	3,379
Other debtors	940	-	940	334
	2,936	-	2,936	3,713
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	10,221	-	10,221	9,902
Diocesan Church Repair Fund	25,840	-	25,840	21,161
	36,061	-	36,061	31,063
10 CASH AT BANK & IN HAND				
Lloyds Bank	74,123	-	74,123	101,878
Barclays Bank	39,322		39,322	54,037
Cash in hand	121		121	171
	113,566	-	113,566	156,086
11 LIABILITIES				
Sundry creditors and accruals	4,149		4,149	3,102
	4,149	-	4,149	3,102

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

12 UNRESTRICTED FUNDS	**At 1/1/23**	**Income**	**Expenditure**	**Transfers**	**At 31/12/23**
	£	£	£	£	£
General Fund (page 15)	**132,205**	**79,564**	**-105,919**	**976**	**106,826**
Designated Funds					
Vicarage Property Fund	218,016				218,016
Community outreach	10,719	11,396	-12,997	99	9,217
Church Repair Fund	21,161	678		4,000	25,839
Renovation Fund	2,864			-2,864	-
Vicar's Discretionary Fund	403		-		403
Children and Families Worker Support Fund	9,000				9,000
Men's work	500			-500	-
Youth fund	1,280			-1,280	-
Mission specific giving	-	-	-	-	-
Pippins	431	-	-	-431	-
Total Designated Funds	**264,374**	**12,074**	**-12,997**	**-976**	**262,475**
Total unrestricted funds	**396,579**	**91,638**	**-118,916**	-	**369,301**

13 RESTRICTED FUNDS

Youth worker fund	2,715	-	-2,715		-
Pastoral fund	-				-
Shower and Toilet fund	6,482	-	-6,482		-
Larder grants	-	24,650	-24,650		-
	9,197	**24,650**	**-33,847**	**-**	**-**
Total Funds	**405,776**	**116,288**	**-152,763**	-	**369,301**

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.

The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.

The Church Repair Fund represents the funds held with the Diocese set aside for future quinquenial repairs.

The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.

Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.

The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.

Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.

Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.

Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other

Parish of St Philip Tunbrldge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

14. GRANTS/OUTWARD GIVING

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	*2022* Total £
1. Overseas relief and development agencies				
Magunda Care Centre	400		400	*400*
Kisumu Children Trust	400		400	*400*
UNICEF	360		360	-
Christian Aid	270		270	-
2. Home mission and other charitable giving				
Life and Soul	400		400	*400*
Tunbridge Wells Youth for Christ	400		400	*400*
Temple Grove School	275		275	*250*
Aspens	175		175	-
Hospice in the Weald	175		175	-
Churches for Tunbridge Wells	25		25	-
Gifts to individuals	370		370	
Increase in Mission tithe creditor	393		393	-
Totals*	**3,643**	**-**	**3,643**	***1,850***

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2023

INCOME	2023	2022
Envelopes & direct to bank	39,540	53,855
Charities Aid Foundation donations	6,060	5,835
Tax recoveries	7,876	7,665
Plate & other donations	2,427	1,825
Legacies	-	2,022
Fees, hirings & other income	23,661	17,858
TOTAL INCOME per accounts *(page 13)*	**79,564**	**89,060**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	30,000	30,000
Clergy and other expenses	22,980	22,521
Church running costs including repairs	49,296	10,450
Mission Tithe allocation	3,643	1,500
TOTAL EXPENDITURE *(page 13)*	**105,919**	**64,471**
Transfer to Repairs Fund	4,000	4,000
Transfer from other funds	-4,976	-
TOTAL OUTGOINGS	**104,943**	**68,471**
SURPLUS FOR YEAR	**-25,379**	**20,589**
Balance brought forward	132,205	111,616
Balance carried forward *(pages 7/13)*	**106,826**	**132,205**

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	*2022 Total £*
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	56,303	24,650	80,953	*78,587*
Investment income	2 (b)	997	-	997	*158*
Charitable activities*	2 (c)	12,072	-	12,072	*23,420*
Other trading activities	2 (d)	22,266	-	22,266	*16,797*
TOTAL		**91,638**	**24,650**	**116,288**	**118,962**
EXPENDITURE on					
Raising funds	3 (a)	**-**	**-**	**-**	-
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	85,133	29,958	115,091	*77,002*
(II) Support for the wider mission of the Church	3 (b ii)	3,643	-	3,643	*1,850*
(III) Provision of community facilities	3 (b iii)	30,140	3,889	34,029	*6,146*
TOTAL		**118,916**	**33,847**	**152,763**	***84,998***
NET MOVEMENT IN FUNDS in 2023		**-27,278**	**-9,197**	**-36,475**	**33,964**
Balances brought forward from end of last year		**396,579**	**9,197**	**405,776**	*371,812*
BALANCES CARRIED FORWARD 31st December 2023		**369,301**	**-**	**369,301**	**£ 405,776**

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2023

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	2022 Total £
FIXED ASSETS					
Tangible Fixed Assets	7	**220,887**	**-**	**220,887**	*218,016*
CURRENT ASSETS					
Debtors	8	**2,936**	**-**	**2,936**	*3,713*
Short Term Deposits	9	**36,061**	**-**	**36,061**	*31,063*
Cash at Bank & in Hand	10	**113,566**	**-**	**113,566**	*156,086*
		152,563	**-**	**152,563**	*190,862*
LIABILITIES:					
Amounts falling due within 1 year	11	**4,149**	**-**	**4,149**	*3,102*
NET CURRENT ASSETS		**148,414**	**-**	**148,414**	*187,760*
NET ASSETS		**369,301**	**-**	**369,301**	**405,776**
FUNDS					
- General	12	**106,826**	**-**	**106,826**	*132,205*
- Designated	12	**262,475**	**-**	**262,475**	*264,374*
Unrestricted		**369,301**	**-**	**369,301**	**396,579**
Restricted	13	**-**	**-**	**-**	*9,197*
TOTAL FUNDS		**369,301**	**-**	**369,301**	**405,776**

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

2 INCOME AND ENDOWMENTS

	2023			*2022*
2 (a) Donations and legacies	**Unrestricted Funds**	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
Charities Aid Foundation donations	6,060		6,060	5,835
Tax recoveries	7,876		7,876	7,665
Other planned giving	39,902		39,902	53,855
Plate collections at services	2,427		2,427	948
Grants/Restricted/Designated donations	-	24,650	24,650	7,385
Legacies	-		-	2,022
All other giving	38		38	877
	56,303	**24,650**	**80,953**	**78,587**
2 (b) Investment income				
Interest	**997**	**-**	**997**	**158**
2 (c) Charitable activities				
Community outreach	11,396		11,396	21,970
Pippins	-		-	447
Clergy fees	676		676	1,003
	12,072	**-**	**12,072**	**23,420**
2 (d) Other activities				
Rentals	21,574	-	21,574	14,477
Other income	692	-	692	2,320
	22,266	**-**	**22,266**	**16,797**
TOTAL	**91,638**	**24,650**	**116,288**	**118,962**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2023

3 EXPENDITURE

	2023			*2022*
	Unrestricted Funds	**Restricted Funds**	**Total**	Total
	£	**£**	**£**	£
3 (a) Planned giving scheme expenses	**-**		**-**	-
3 (b) Charitable activities				
(i) Provision of Christian worship and ministry				
Diocese "offer"	30,000		30,000	30,000
Clergy expenses & housing costs	4,724		4,724	4,619
Services & fellowship	838		838	1,775
Adult work	1,484		1,484	-
Youth & childrens' work	1,285	2,715	4,000	11,369
Training and development	-		-	300
Outreach and publicity	110		110	255
Community outreach costs	12,997	24,650	37,647	15,411
Subscriptions & sundry	1,542		1,542	619
Church & premises costs *(note 4)*	19,129	2,593	21,722	3,412
Management and administration *(note 5)*	13,025		13,025	9,243
	85,133	**29,958**	**115,091**	**77,002**
(ii) Support for the wider mission of the Church				
Grants and outward giving *(note 14)*	**3,643**		**3,643**	1,850
(iii) Provision of community facilities				
Church & premises costs *(note 4)*	28,693	3,889	32,582	5,119
Management and administration *(note 5)*	1,447		1,447	1,027
	30,140	**3,889**	**34,029**	**6,146**
TOTAL	**118,916**	**33,847**	**152,763**	**84,998**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2023

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	*2022 Total £*
4 CHURCH AND PREMISES COSTS				
Insurance	1,580	-	1,580	*1,460*
Water rates	143	-	143	*103*
Gas	4,738	-	4,738	*1,323*
Electricity	3,601	-	3,601	*1,262*
Cleaning	4,391	-	4,391	*3,521*
Maintenance & repairs	30,212	6,482	36,694	*570*
Equipment maintenance & renewal	2,200	-	2,200	*292*
Depreciation	957		957	-
	47,822	**6,482**	**54,304**	***8,531***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	19,129	2,593	21,722	*3,412*
Provision of community facilities - 60%	28,693	3,889	32,582	*5,119*
	47,822	**6,482**	**54,304**	**8,531**
5 MANAGEMENT & ADMINISTRATION				
Salaries	11,376	-	11,376	*7,488*
Stationery & postage	264	-	264	*290*
Telephone	804	-	804	*616*
Office computer and software	585	-	585	*1,099*
Office equipment hire & maintenance	-	-	-	*317*
Website maintenance	427	-	427	-
Other administrative costs	12	-	12	-
Independent Examiner's fees	1,004	-	1,004	*460*
	14,472	**-**	**14,472**	**10,270**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	13,025	-	13,025	*9,243*
Provision of community facilities *(10%)*	1,447	-	1,447	*1,027*
Total	**14,472**	**-**	**14,472**	**10,270**

	2023	**2022**
6 STAFF COSTS	17,804	21,176

During 2023 the PCC employed an office adminstrator, a cleaner, and a youth worker, all on a part-time basis working from 6 to 16 hours per week, none of whom earned over £60,000.

None of the PCC members have been paid any remuneration or received any other benefits from the charity (2022 - none).
No payment other than for reimbursed expenses were made to PCC members (2022 - none).
There have been no transactions with persons or entities that are closely connected to the charity or the PCC members (2022 - none).

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

	£
At 31st Dec. 2022	**218,016**
At 31st Dec. 2023	**218,016**

Equipment

Cost at 31st Dec. 2022	**-**
Additions in the year	**3,828**
Cost at 31st Dec. 2023	**3,828**
Depreciation at 31.12.22	**-**
Deprecation in the year	**957**
Depreciation at 31st Dec. 2023	**957**

Net book value

At 31st Dec. 2022	**218,016**
At 31st Dec. 2023	**220,887**

	2023 Unrestricted Funds	2023 Restricted Funds	2023 Total	*2022 Total*
	£	£	£	*£*
8 DEBTORS				
Tax recoverable	1,996	-	1,996	3,379
Other debtors	940	-	940	334
	2,936	-	2,936	3,713
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	10,221	-	10,221	9,902
Diocesan Church Repair Fund	25,840	-	25,840	21,161
	36,061	-	36,061	31,063
10 CASH AT BANK & IN HAND				
Lloyds Bank	74,123	-	74,123	101,878
Barclays Bank	39,322		39,322	54,037
Cash in hand	121		121	171
	113,566	-	113,566	156,086
11 LIABILITIES				
Sundry creditors and accruals	4,149		4,149	3,102
	4,149	-	4,149	3,102

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

12 UNRESTRICTED FUNDS	**At 1/1/23**	**Income**	**Expenditure**	**Transfers**	**At 31/12/23**
	£	£	£	£	£
General Fund (page 15)	**132,205**	**79,564**	**-105,919**	**976**	**106,826**
Designated Funds					
Vicarage Property Fund	218,016				218,016
Community outreach	10,719	11,396	-12,997	99	9,217
Church Repair Fund	21,161	678		4,000	25,839
Renovation Fund	2,864			-2,864	-
Vicar's Discretionary Fund	403		-		403
Children and Families Worker Support Fund	9,000				9,000
Men's work	500			-500	-
Youth fund	1,280			-1,280	-
Mission specific giving	-	-	-	-	-
Pippins	431	-	-	-431	-
Total Designated Funds	**264,374**	**12,074**	**-12,997**	**-976**	**262,475**
Total unrestricted funds	**396,579**	**91,638**	**-118,916**	-	**369,301**

13 RESTRICTED FUNDS

Youth worker fund	2,715	-	-2,715		-
Pastoral fund	-				-
Shower and Toilet fund	6,482	-	-6,482		-
Larder grants	-	24,650	-24,650		-
	9,197	**24,650**	**-33,847**	**-**	**-**
Total Funds	**405,776**	**116,288**	**-152,763**	-	**369,301**

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.

The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.

The Church Repair Fund represents the funds held with the Diocese set aside for future quinquenial repairs.

The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.

Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.

The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.

Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.

Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.

Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other

Parish of St Philip Tunbrldge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2023

14. GRANTS/OUTWARD GIVING

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total £	*2022* Total £
1. Overseas relief and development agencies				
Magunda Care Centre	400		400	*400*
Kisumu Children Trust	400		400	*400*
UNICEF	360		360	-
Christian Aid	270		270	-
2. Home mission and other charitable giving				
Life and Soul	400		400	*400*
Tunbridge Wells Youth for Christ	400		400	*400*
Temple Grove School	275		275	*250*
Aspens	175		175	-
Hospice in the Weald	175		175	-
Churches for Tunbridge Wells	25		25	-
Gifts to individuals	370		370	
Increase in Mission tithe creditor	393		393	-
Totals*	**3,643**	**-**	**3,643**	***1,850***

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2023

INCOME	2023	2022
Envelopes & direct to bank	39,540	53,855
Charities Aid Foundation donations	6,060	5,835
Tax recoveries	7,876	7,665
Plate & other donations	2,427	1,825
Legacies	-	2,022
Fees, hirings & other income	23,661	17,858
TOTAL INCOME per accounts *(page 13)*	**79,564**	**89,060**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	30,000	30,000
Clergy and other expenses	22,980	22,521
Church running costs including repairs	49,296	10,450
Mission Tithe allocation	3,643	1,500
TOTAL EXPENDITURE *(page 13)*	**105,919**	**64,471**
Transfer to Repairs Fund	4,000	4,000
Transfer from other funds	-4,976	-
TOTAL OUTGOINGS	**104,943**	**68,471**
SURPLUS FOR YEAR	**-25,379**	**20,589**
Balance brought forward	132,205	111,616
Balance carried forward *(pages 7/13)*	**106,826**	**132,205**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE W

England & Wales - Charity number 1163165

Accounts

St Philip's Church

ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2022

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

REFERENCE AND ADMINISTRATIVE INFORMATION 2022

Office:	Church Office St Philip's Church Birken Road Tunbridge Wells TN2 3TE	*The Church Office is open* *9.30am - 12.30pm* *Monday - Thursday only* *phone: 01892 531031*
Vicar:	The Revd. Richard Thomas The Vicarage Birken Road Tunbridge Wells TN2 3TE	
Bankers:	Lloyds TSB Bank plc 82 Mount Pleasant Road Tunbridge Wells, TN1 1RP	Barclays Bank plc 10 Calverley Road Tunbridge Wells, TN1 2UZ
Independent Examiner:	Martin Burt (ACMA, CGMA) adventus accounting solutions Ashby Acres, Chapel Lane, Grimsby DN37 0QT	
Members of the PCC:	The Revd. Richard Thomas Mr Martyn Root Mr Andrew Collins	*Vicar (Chairman)* *Warden* *Warden*
Elected to Deanery Synod	Mr Dennis Pearce	*(2020-23)*
Elected members	Mrs Ailsa Hemsley Mr Mike Hobden Mrs Cathie Kitley Mrs Morgan Senior Mrs Lynda Howlett Mrs Catherine Root Mrs Kay Williams Mrs Sarah Farnes Mr Anthony King	*(2022-25)* *(2022-25)* *(2022-25)* *(2022-25)* *(2021-24)* *(2021-24)* *(2021-24)* *(2020-23)* *(2020-23)*
Co-opted Member	Mrs Ailsa Hemsley	*Secretary (from 3/4/22)*
Parish Administrator:	Mrs Emma Heasman	
Parish Treasurer	Mrs Kate Zhou	

Registered charity number: 1163165

Website: http://www.stphilipstw.co.uk

Parish of St. Philip, Tunbridge Wells

ANNUAL REPORT FOR 2022

Structure, governance and management

The parish of St Philip, Tunbridge Wells was created with effect from 1 August 2004.

The Parochial Church Council (PCC) is registered as a charity under the *Charities Act 2011*. The function and purpose of the PCC is outlined in the *Parochial Church Councils (Powers) Measure 1956*.

Charity Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing, these financial statements the PCC have:

- Selected suitable accounting policies and applied them consistently
- Made judgements and estimates that are reasonable and prudent
- Stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and;
- Prepared the financial statements on the ongoing concern basis

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the *Charities Act 2011*.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- The charity is operating efficiently and effectively
- The assets are safeguarded against unauthorised use and disposition
- Proper records are maintained and financial information used within the charity or for publication is reliable
- The charity complies with relevant laws and regulations

Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the *Church Representation Rules*. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on 3 April 2022.

A number of teams operated by the PCC meet between full meetings of the PCC.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not formally met during the period of this report.

Other teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, buildings improvement, pastoral care and local outreach

The PCC is also represented on several Christian organisations and associations in the town.

Objectives and activities

The mission statement of St Philip's Church is

"Abiding in Jesus, transforming Our Communities"

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.

When planning activities for the year, the vicar and PCC have considered the Charity Commission's guidance on public benefit in "*The Advancement of Religion for the Public Benefit*" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides a benefit to the public by:

a) Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers;

b) Supporting the wider mission of the Church through both prayer and grants to mission work, charities and Christian relief agencies.
c) Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
d) Providing community facilities in Church premises for groups to meet for social and educational purposes.

The council has complied with its duty under section 5 of the *Safeguarding and Clergy Discipline Measure 2016* (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). There were two safeguarding issues referred to the Parish Safeguarding Officer in 2022. Progress has been made on the church's safeguarding processes with a significant focus on updating training and DBS checking for key people serving on relevant teams. Tracking systems for safeguarding referrals have also been reviewed and improved and key policy documents created.

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met six times during the year initially via Zoom because of Covid concerns. Average attendance was 85%. Major decisions included approval of:

a) Publication of Sunday Serving and PCC handbooks.
b) Closure of church envelope giving scheme
c) Toilet refurbishment
d) Church projector replacement
e) The review and approval of the Health & Safety Policy
f) The appointment of Catherine Root as PCC vice-chair and reappointment as Parish Safeguarding Officer
g) Appointment of Emma Heasman as Gift Aid Secretary
h) Christmas giving beneficiaries of: Hospice in the Weald and Aspens.

In a difficult year due to the legacy of Covid 19 the regular worship of God in St Philip's continued. The average weekly attendance at the Sunday service during 2022 was 50 compared to 36 in 2021 and this[1] includes substantial growth in the number of young people attending. Although services have been conducted in person during 2022, the church has continued to live stream services.

Volunteers from the church have run a weekly Community Larder which is financed by users' donations, as well as several grants, and benefits from discounted purchases from Fair Share. An average of 70 people attend each week, often additionally on behalf of others. It is estimated that a total of 200 people each week benefit from support of the Larder.

In November a Warm Space initiative was implemented and this is anticipated to run until March 2023.

Other outreach initiatives held during the year include:

- Church Quiz Night
- Community Christmas Craft Market
- Breakfast with Santa

The generally private ministry of pastoral care in the parish also is carried out.

Meetings of the PCC have mostly been carried out in person, along with daily prayer meetings, youth group meetings and courses including Alpha, Holy Spirit and Lent courses.

At the revision of the electoral roll in May 2022, there were 77 on the Church electoral roll, compared to 78 the previous year.

The parish has one licensed lay minister and no pastoral assistants.

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

a) Reserves (page 15)

The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs which would be an amount of between £30k and £50k a year. At the end of 2022 the actual level of free reserves (General Fund) was **£132k** which is in excess of this level.

b) Financial risks

Financial appraisal of the parish funding shows that there would be a high impact on parish finances if some members' regular giving is reduced or ceased. Another financial risk is the lack of rental income as a result of pandemic as we experienced in 2020-2021 due to Covid-19.

c) Income (page 9)

Total income of **£119k** is lower than last year's total income of £172k, mainly due the £88k legacies received in 2021, partly offset by the special donations of £22k, £7k more grants for community outreach project Larder and £4k higher rental income.

d) Expense (page 10)

Expenses totalled **£85k** compared to £95k last year. This decrease was mainly due to £15k lower Diocese Offer.

e) Transfers (page 13)

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. **£4k** was transferred into the repair fund, same as last year.

f) Funds (pages 13/15)

Overall net movement of funds is a surplus of **£34k** resulting in a net asset of **£406k** at the end of 2022 compared to £372k last year.

The general fund shows a surplus of £**21k** for the year leaving a balance of **£132k** to be carried forward as freely available reserves. This is the equivalent of 32 months' regular running costs (assuming £50k/year).

Other than Vicarage property fund, the major part of the Designated Fund includes **£21k** for church repair, **£9k** for Children's worker and **£10k** for Community Outreach Larder project.

The balance on restricted funds stands at a **£9k**. This represents £6k remaining from the shower project to be used for upgrading the lavatories plus £3k remaining for Children's worker salary.

Plans for the future

- To reach out with the love of Christ to the whole parish and to work together to further the church's mission to the new community of Knights Wood and Lakewood.
- Improvement to the church building including a new kitchen, toilets and roof.
- The development of Youth and Children's provision within the local community.
- The development of Men's Ministry.
- The development of Life Groups

Signed on behalf of the PCC on March 2023

RICHARD THOMAS

Chairman

16 February 2023

Independent Examiner's report to the Member/Trustees of St Philip Tunbridge Wells

I report on the accounts for the year ended 31 December 2022 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt B.Sc.(Hons), ACMA, CGMA,
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Ashby Acres, Chapel Lane, Ashby-cum-Fenby, Grimsby
DN37 0QT

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Telephone: 07523 6229679

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2022

	Note	2022 Unrestricted Funds	2022 Restricted Funds	2022 Total	*2021*
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	**71,552**	**7,035**	**78,587**	*146,736*
Investment income	2 (b)	**158**	**-**	**158**	*49*
Charitable activities*	2 (c)	**23,420**	**-**	**23,420**	*14,460*
Other trading activities	2 (d)	**16,797**	**-**	**16,797**	*10,580*
TOTAL		**111,927**	**7,035**	**118,962**	**171,825**
EXPENDITURE on					
Raising funds	3 (a)	-	-	-	*76*
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	**72,717**	**4,285**	**77,002**	*87,992*
(II) Support for the wider mission of the Church	3 (b ii)	**1,850**	**-**	**1,850**	*1,282*
(III) Provision of community facilities	3 (b iii)	**6,146**	**-**	**6,146**	*5,678*
TOTAL		**80,713**	**4,285**	**84,998**	***95,027***
NET MOVEMENT IN FUNDS in 2022		**31,214**	**2,750**	**33,964**	**76,798**
Balances brought forward from end of last year		365,365	6,447	371,812	*295,014*
BALANCES CARRIED FORWARD 31st December 2022		**£ 396,579**	**£ 9,197**	**£ 405,776**	**£ 371,812**

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2022

	Note	2022 Unrestricted Funds	2022 Restricted Funds	2022 Total	2021
FIXED ASSETS					
Tangible Fixed Assets	7	**218,016**	-	**218,016**	*218,016*
CURRENT ASSETS					
Debtors	8	**3,713**	-	**3,713**	*3,198*
Short Term Deposits	9	**31,063**	-	**31,063**	*26,905*
Cash at Bank & in Hand	10	**146,889**	**9,197**	**156,086**	*129,475*
		181,665	**9,197**	**190,862**	*159,578*
LIABILITIES:					
Amounts falling due within 1 year	11	**3,102**	-	**3,102**	*5,782*
NET CURRENT ASSETS		**178,563**	**9,197**	**187,760**	*153,796*
NET ASSETS		**£ 396,579**	**£ 9,197**	**£ 405,776**	**£ 371,812**
FUNDS					
- General	12	**132,205**	-	**132,205**	*111,616*
- Designated	12	**264,374**	-	**264,374**	*253,749*
Unrestricted		**396,579**	-	**396,579**	**365,365**
Restricted	13	-	**9,197**	**9,197**	*6,447*
TOTAL FUNDS		**£ 396,579**	**£ 9,197**	**£ 405,776**	**£ 371,812**

1 ACCOUNTING POLICIES

The Church is a Public Benefit Entity (PBE) within the meaning of FRS102. The accounts show a true and fair view and have been prepared under the Charities Act 2011 and the Church Accruals Accounts August 2016 and in accordance with the applicable accounting standard (FRS102) and the Charities SORP based thereon.

The accounts have been prepared under the historical cost convention except for the freehold property which is shown at a market value assessed by the PCC in March 2008. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

There is no material uncertainty about the Church's ability to continue as a going concern for the foreseeable future,

Funds

Unrestricted funds are general funds which can be used by the PCC for general purposes. Designated funds are set aside by the PCC for a particular purpose and are also unrestricted. Restricted funds represent funds received for a specific object and may only be used for that object.

Incoming Resources

Collections are recognised when received by or on behalf of the PCC.
Planned giving under pledges or gift aid commitments is recognised when received.
Income tax recoverable on gift aid donations is recognised when the income is recognised.
Grants and legacies to the PCC are accounted when the PCC is notified of its legal entitlement and the amounts due.
Funds raised by coffee mornings or other events, sales of books, Bible reading notes and similar items are recognised gross. Rental income from the letting of church premises is accounted for when the rent is due.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

The Diocese "offer" is accounted for when payable. Any part unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Other expenditure is recognised when incurred and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included in the financial statements in accordance with s10(2), Charities Act 2011. The share of the Vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008, after consultation with the Diocese. No depreciation is provided as the property is included in the financial statements at that value.
No value is placed on moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers these to be inalienable property. All expenditure incurred during the year on the Church buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA) and separately disclosed.

All equipment, carpets, furniture and other similar items are written off as expenditure in in the Statement of Financial Activities (SOFA) and separately disclosed.

Current assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors, less provision for any amounts that may prove uncollectable.
Short-term deposits include cash held on deposit with the Diocesan Board of Finance.

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2022

2 INCOME AND ENDOWMENTS

	2022			2021
	Unrestricted Funds	Restricted Funds	Total	
2 (a) Donations and legacies				
Charities Aid Foundation donations	5,835		5,835	**6,450**
Tax recoveries	7,665		7,665	**7,945**
Other planned giving	53,855		53,855	42,696
Plate collections at services	948		948	**147**
Restricted/Designated donations	350	7,035	7,385	284
Legacies	2,022		2,022	88,214
All other giving	877		877	1,000
	71,552	**7,035**	**78,587**	**146,736**
2 (b) Investment income				
Interest	**158**	-	**158**	**49**
2 (c) Charitable activities				
Community outreach	21,970		21,970	12,165
Pippins	447		447	1,599
Clergy fees	1,003	-	1,003	696
	£ 23,420	**£ -**	**£ 23,420**	**£ 14,460**
2 (d) Other activities				
Rentals	14,477	-	14,477	10,475
Other income	2,320	-	2,320	105
	16,797	-	**16,797**	**10,580**
TOTAL	**£ 111,927**	**£ 7,035**	**£ 118,962**	**£ 171,825**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2022

3 EXPENDITURE

	2022			2021
	Unrestricted Funds	Restricted Funds	Total	
3 (a) Planned giving scheme expenses	-		-	76
3 (b) Charitable activities				
(i) Provision of Christian worship and ministry				
Diocese "offer"	**30,000**		**30,000**	46,500
Clergy expenses & housing costs	**4,619**	-	**4,619**	3,948
Services & fellowship	**1,775**	-	**1,775**	1,613
Adult work		-	-	-
Youth & childrens' work	**7,084**	**4,285**	**11,369**	13,190
Training and development	**300**	-	**300**	1,027
Outreach and publicity	**255**	-	**255**	291
Community outreach costs	**15,411**		**15,411**	11,191
Subscriptions & sundry	**619**	-	**619**	875
Church & premises costs *(note 4)*	**3,412**	-	**3,412**	3,339
Management and administration *(note 5)*	**9,243**	-	**9,243**	6,018
	72,717	**4,285**	**77,002**	**87,992**
(ii) Support for the wider mission of the Church				
Grants and outward giving *(note 14)*	**1,850**		**1,850**	1,282
(iii) Provision of community facilities				
Church & premises costs *(note 4)*	**5,119**	-	**5,119**	5,009
Management and administration *(note 5)*	**1,027**	-	**1,027**	669
	6,146	-	**6,146**	**5,678**
TOTAL	**£ 80,713**	**£ 4,285**	**£ 84,998**	**# £ 95,027**

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2022

	2022			2021
	Unrestricted Funds	Restricted Funds	Total	Total
4 CHURCH AND PREMISES COSTS				
Insurance	1,460	-	1,460	*1,390*
Water rates	103	-	103	*49*
Gas	1,323	-	1,323	*1,193*
Electricity	1,262	-	1,262	*1,113*
Cleaning	3,521	-	3,521	*3,169*
Maintenance & repairs	570	-	570	*1,090*
Equipment maintenance & renewal	292	-	292	*344*
	8,531	**-**	**8,531**	***8,348***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	3,412	-	3,412	*3,339*
Provision of community facilities - 60%	5,119	-	5,119	*5,009*
	8,531	**-**	**8,531**	**8,348**
5 MANAGEMENT & ADMINISTRATION				
Salaries	7,488	-	7,488	*3,707*
Stationery & postage	290	-	290	*210*
Telephone	616	-	616	*416*
Office computer and software	1,099	-	1,099	*792*
Office equipment hire & maintenance	317	-	317	*394*
Website maintenance	-	-	-	*708*
Other administrative costs	-	-	-	*-*
Independent Examiner's fees	460	-	460	*460*
	10,270	**-**	**10,270**	**6,687**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	9,243	-	9,243	*6,018*
Provision of community facilities *(10%)*	1,027	-	1,027	*669*
Total	**10,270**	**-**	**10,270**	**6,687**

6 STAFF COSTS	**£21,176**	**£17,366**

At the end of 2022 the PCC employed an office adminstrator, a cleaner, and a youth worker, all on partime basis working from 6 yo 16 hours per week, none of whom earned £60K per year or more.

Related parties	**2022**	**2021**
Reimbursed expenses to the Vicar amounted to	235	0
Other members of the PCC were reimbursed	0	0
Donations made by PCC members to the Church	**£36,145**	**£28,260**

No payment other than for reimbursed expenses were made to PCC members

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2022

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Land and building Valuation

At 31st Dec. 2021	**218,016**
At 31st Dec. 2022	**218,016**

	2022 Unrestricted Funds	2022 Restricted Funds	2022 Total	*2021 Total*
8 DEBTORS				
Tax recoverable	3,379	0	3,379	2,079
Other debtors	334	0	334	1,119
	3,713	0	3,713	3,198
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	9,902	0	9,902	9,844
Diocesan Church Repair Fund	21,161	0	21,161	17,061
	31,063	0	31,063	26,905
10 CASH AT BANK & IN HAND				
Lloyds Bank	92,681	9,197	101,878	91,285
Barclays Bank	54,037		54,037	38,024
Cash in hand	171		171	166
	146,889	9,197	156,086	129,475
11 LIABILITIES				
Sundry creditors and accruals	3,102		3,102	5,782
	3,102	0	3,102	5,782

NOTES TO THE ACCOUNTS for the year ended 31st December 2022

	At 1/1/22	Income	Expenditure	Transfers	At 31/12/22
12 UNRESTRICTED FUNDS/ASSEST					
General Fund (page 15)	**111,616**	**89,060**	**(64,471)**	**(4,000)**	**132,205**
Designated Accounts					
Vicarage Property Fund	218,016				218,016
Community outreach	4,160	21,970	(15,411)		10,719
Church Repair Fund	17,061	100		4,000	21,161
Renovation Fund	2,864				2,864
Vicar's Discretionary Fund	701		(298)		403
Children and Families Worker Support Fund	9,000				9,000
Men's work	500				500
Youth fund	1,280				1,280
Mission specific giving	0	350	(350)		0
Pippins	167	447	(183)		431
Total Designated	**253,749**	**22,867**	**-16,242**	**4,000**	**264,374**
Total unrestricted funds/assets	**365,365**	**111,927**	**-80,713**	**0**	**396,579**
13 RESTRICTED FUNDS					
Youth worker fund	2,000	5,000	(4,285)		2,715
Pastoral fund	-				-
Shower and Toilet fund	4,447	2,035			6,482
	£ 6,447	**£ 7,035**	**(£ 4,285)**	**£ -**	**£ 9,197**
Total Funds	**£ 371,812**	**£ 118,962**	**(£ 84,998)**	**£ -**	**£ 405,776**

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.
The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.
The Church Repair Fund represents the funds held with the Diocese set aside for future quinquenial repairs.
The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.
Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.
The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.
Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.
Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.
Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other purpose without the express permission of the donors.

Parish of St Philip Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2022

14. GRANTS/OUTWARD GIVING

	2022 Unrestricted Funds	2022 Restricted Funds	2022 Total	*2021*
1. Overseas relief and development agencies				
Magunda Care Centre	400		400	
Kisumu Children Trust	400		400	*142*
2. Home mission and other charitable giving				
Life and Soul	400		400	*142*
Tunbridge Wells Youth for Christ	400		400	-
Temple Grove School	275		275	-
Skinners Primary School				*258*
Gerry & Jo Nowyer				*250*
Jimmy and Katie Rocks				*1,000*
3. Christmas Carol service donations for awaygiving				
Aspens	175		175	
Hospice in the Weald	175		175	
Totals*	**2,225**	**-**	**2,225**	***1,792***

Balance of Tithe Fund	1,853
Total payment	2,225
Carry-forward to yr 2023	372

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2022

INCOME	2022	2021
Envelopes & direct to bank	53,855	42,696
Charities Aid Foundation donations	5,835	6,450
Tax recoveries	7,665	7,945
Plate & other donations	1,825	1,147
Legacies	2,022	88,214
Fees, hirings & other income	17,858	11,299
TOTAL INCOME per accounts *(page 13)*	**89,060**	**157,751**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	30,000	46,500
Clergy and other expenses	22,521	16,724
Church running costs including repairs	10,450	12,348
Mission Tithe allocation	1,500	998
TOTAL EXPENDITURE *(page 13)*	**64,471**	**76,570**
Transfer to Repairs Fund	4,000	4,000
TOTAL OUTGOINGS	**68,471**	**80,570**
SURPLUS FOR YEAR	**20,589**	**77,181**
Balance brought forward	111,616	34,435
Balance carried forward *(pages 7/13)*	**132,205**	**111,616**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE W

England & Wales - Charity number 1163165

Accounts

St Philip's Church

ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2021

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

REFERENCE AND ADMINISTRATIVE INFORMATION 2021

Office:	Church Office St Philip's Church Birken Road Tunbridge Wells TN2 3TE	*The Church Office is open* *9.30am - 12.30pm* *Monday - Thursday only* *phone: 01892 531031*
Vicar:	The Revd. Richard Thomas The Vicarage Birken Road Tunbridge Wells TN2 3TE	
Bankers:	Lloyds TSB Bank plc 82 Mount Pleasant Road Tunbridge Wells, TN1 1RP	Barclays Bank plc 10 Calverley Road Tunbridge Wells, TN1 2UZ
Independent Examiner:	Martin Burt (ACMA,CGMA) adventus accounting solutions Ashby Acres, Chapel Lane, Grimsby DN37 0QT	
Members of the PCC:	The Revd. Richard Thomas Mr Martyn Root Mr Andrew Collins	*Vicar (Chairman)* *Warden* *Warden*
Elected to Deanery Synod	Dr Ray Hawkins Mr Dennis Pearce	*(2020-23)* *(2020-23)*
Elected members	Mrs Kay Williams Mrs Catherine Root Mrs Lynda Howlett Mrs Sarah Farnes Ms Rowena Wort Mr Anthony King Mrs Morgan Senior Mrs Ailsa Hemsley Ms Sarah Jacob	*(2021-24)* *(2021-24)* *(2021-24)* *(2020-23)* *(2020-23)* *(2020-23)* *(2019-22)* *(2019-22)* *(2019-22))*
Co-opted Member	Mrs Sandra Hawkins	*Secretary (from 16/05/21)*
Parish Administrator:	Mrs Emma Heasman	
Parish Treasurer	Mrs Kate Zhou	

Registered charity number: 1163165

Website: http://www.stphilipstw.co.uk

Parish of St. Philip, Tunbridge Wells
ANNUAL REPORT FOR 2021

Structure, governance and management

The parish of St Philip, Tunbridge Wells was created with effect from 1st August 2004.

The Parochial Church Council (PCC) is registered as a charity under the *Charities Act 2011*. The function and purpose of the PCC is outlined in the *Parochial Church Councils (Powers) Measure 1956*.

Charity Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing, these financial statements the PCC have:

- Selected suitable accounting policies and applied them consistently
- Made judgements and estimates that are reasonable and prudent
- Stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and;
- Prepared the financial statements on the ongoing concern basis

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the *Charities Act 2011*.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- The charity is operating efficiently and effectively
- The assets are safeguarded against unauthorised use and disposition
- Proper records are maintained and financial information used within the charity or for publication is reliable
- The charity complies with relevant laws and regulations

Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the *Church Representation Rules*. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on 16 May 2021 via Zoom due to Covid 19 restrictions in March/April.

In addition to a number of Teams operated by the PCC, which meet between full meetings of the PCC, the church also has a Ministry Leadership Team (MLT), which provides guidance and advice to the PCC on key issues.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not met during the period of this report.

The Ministry Team has oversight of the support given by the parish to its link mission partners, and for mission generally, both overseas and in this country.

Other Teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, pastoral care and local outreach

The PCC is also represented on several Christian organisations and associations in the town.

Objectives and activities

The mission statement of St Philip's Church is

"Abiding in Jesus, transforming Our Communities"

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.

When planning activities for the year, the vicar and PCC have considered the Charity Commission's guidance on public benefit in "*The Advancement of Religion for the Public Benefit*" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides a benefit to the public by:

a) Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers;
b) Supporting the wider mission of the Church through both prayer and grants to mission work, charities and Christian relief agencies.
c) Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
d) Providing community facilities in Church premises for groups to meet for social and educational purposes.

The council has complied with its duty under section 5 of the *Safeguarding and Clergy Discipline Measure 2016* (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). There have not *been any current safeguarding issues* raised during the year.

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met 6 times during the year all via Zoom because of Covid restrictions. Average attendance was 80%. Major decisions included approval of:

a) The application to the Bishop for authorisation to dispense with in-person services until the end of February, then extended to the end of March.
b) The adoption of the House of Bishop's 'Promoting a Safer Church; Safeguarding Policy Statement'.
c) The review and approval of the Health & Safety Policy.
d) The transfer of the church patronage within the portfolio of the Church Pastoral Aid Society (CPAS).

e) The appointment of Catherine Root as Safeguarding Officer.
f) To purchase 'Church Suite' a church management programme.
g) The Christmas giving was to support the Rochester Diocesan Poverty & Hope Appeal and the Sevenoaks Welcomes Refugees Charity.

In a very difficult year due to Covid 19 restrictions and lockdowns the regular worship of God in St Philip's continued. All services were on-line from January to the beginning of April when in-person services commenced. The average attendance (including children) was 36 compared to 74 in 2020. This was due to the fact that the church was closed for worship for three months followed by three months of restricted numbers to comply with Covid rules of social distancing. The services continued to be available on-line and were then replaced with the opportunity to zoom into the live service. Only a few of the weekly groups who usually meet in the church have returned and this, together with the loss of income from the rental of an office by Nourish and the cancellation of the Cyber Café has resulted in a loss of £3,000 in rental fees together with £8,000 less in donations.

However, volunteers from the church have run a weekly Community Larder which has received a large discount from Fair Share and several grants. This has been well attended by the community and continues into 2022. In December a Community Christmas Craft Market was held in the church. The generally private ministry of pastoral care in the parish also is carried out.

Meetings of the PCC have all been via Zoom along with Daily Prayer Meetings, Youth Group Meetings and Courses including a Well-Being Course, an Alpha Course and a Holy Spirit Course.

At the revision of the electoral roll in May 21, there were 78 on the Church electoral roll, compared to 80 the previous year.

The parish has one Reader (PTO) and no Pastoral Assistants.

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

a) Reserves

The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs which would be an amount of between ca. £24,000 and £48,000 a year. At the end of 2021 the actual level of free reserves was £111,616 which is in excess of this level.

b) Financial risks

A financial appraisal of the parish funding showed that there would be a high impact on parish finances if some members' regular giving was reduced or ceased. Another financial risk is the lack of rental income as a result of pandemic as we experienced in 2020-2021 due to Covid-19.

c) Income

Total income of **£171,825** included two legacies totalling £88,214. Excluding the legacies, the income was ca. £8k less than last year's total income of £91,277, mainly due to £3k less in rental income and £13k less in donations partly offset by more donations and grants from community outreach Larder project and Pippins.

d) Expense

Expenses totalled **£95,027** compared to £83,460 last year. This increase was mainly due to more hours for children's worker salaries and higher cost of Larder project with no more discount.

e) Transfers

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. £4k was transferred into the repair fund, a decrease of ca. £1k compared with last year.

Close to £1k was transferred from the general fund to the Tithe fund from which grants are made to mission partners, aid agencies and other charities as decided by the PCC.

f) Funds

Overall net movement of funds is a surplus of **£76,798** (including the two legacies) compared with £7,817 last year resulting in a net asset of **£371,812** at the end of 2021 compared to £295,014 last year.

The general fund shows a surplus of **£77,181** for the year *(£5,151 deficit* last year) leaving a balance of £111,616 to be carried forward as freely available reserves. This is the equivalent of 14 months' regular running costs (5 months last year). Excluding the legacies, general fund is equivalent of three months running costs.

Other than Vicarage property fund, the major part of the Designated Fund includes **£17,061** for church repair, **£9.000** for Children's worker and **£4,160** for Community Outreach.

The balance on restricted funds stands at a **£6,447**. This represents £4.447 remaining from the shower project to be used for upgrading the lavatories plus £2,000 received from St. Paul's Church for pastoral related costs.

Plans for the future

- To reach out with the love of Christ to the whole parish and to work together to further the church's mission to the new community of Knights Wood and Lakewood.
- Improvement to the church building including a new kitchen, toilets and roof.
- The development of Youth and Children's provision within the local community.
- The development of Men's Ministry.
- The development of Life Groups

Signed on behalf of the PCC on

21/3/2022

RICHARD THOMAS

Chairman

Independent examiner's report to the Member/Trustees of St Philip Tunbridge Wells For the year ended 31st December 2021

26 February 2022

I report on the accounts for the year ended 31 December 2021 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt
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Ashby Acres
Chapel Lane
Ashby-cum-Fenby
Grimsby
DN37 0QT

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Telephone: 07523 6229679

arish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2021

	Note	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total	2020
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	146,736	-	146,736	71,065
Investment income	2 (b)	49	-	49	72
Charitable activities*	2 (c)	14,460	-	14,460	5,911
Other trading activities	2 (d)	10,580	-	10,580	14,229
TOTAL		171,825	-	171,825	91,277
EXPENDITURE on					
Raising funds	3 (a)	76	-	76	88
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	83,492	4,500	87,992	72,153
(II) Support for the wider mission of the Church	3 (b ii)	1,282	-	1,282	5,000
(III) Provision of community facilities	3 (b iii)	5,678	-	5,678	6,219
TOTAL		90,527	4,500	95,027	83,460
NET MOVEMENT IN FUNDS		81,298	(4,500)	76,798	7,817
Balances brought forward 31st Dec. 2020		284,067	10,947	295,014	287,197
BALANCES CARRIED FORWARD 31st December 2021		£ 365,365	£ 6,447	£ 371,812	£ 295,014

* Community outreach is separated for 2020 for a better comparison with 2021

arish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2021

	Note	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total	2020
FIXED ASSETS					
Tangible Fixed Assets	7	218,016	-	218,016	218,016
CURRENT ASSETS					
Debtors	8	3,198	-	3,198	3,528
Short Term Deposits	9	26,905	-	26,905	22,856
Cash at Bank & in Hand	10	123,028	6,447	129,475	58,403
		153,131	6,447	159,578	84,787
LIABILITIES:					
Amounts falling due within	11	5,782	-	5,782	7,789
NET CURRENT ASSETS		147,349	6,447	153,796	76,998
NET ASSETS		£ 365,365	£ 6,447	£ 371,812	£ 295,014
FUNDS					
- General	12	111,616	-	111,616	34,435
- Designated	12	253,749	-	253,749	249,632
Unrestricted		365,365	-	365,365	284,067
Restricted	13	-	6,447	6,447	10,947
TOTAL FUNDS		£ 365,365	£ 6,447	£ 371,812	£ 295,014

Approved by the Parish Church Council and signed on its behalf by

RICHARD THOMAS, Vicar

KATE ZHOU, Treasurer

Date: 21st March 2022

ACCOUNTING POLICIES

The Church is a Public Benefit Entity (PBE) within the meaning of FRS102. The accounts show a true and fair view and have been prepared under the Charities Act 2011 and the Church Accruals Accounts August 2016 and in accordance with the applicable accounting standard (FRS102) and the Charities SORP based thereon.

The accounts have been prepared under the historical cost convention except for the freehold property which is shown at a market value assessed by the PCC in March 2008. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

There is no material uncertainty about the Church's ability to continue as a going concern for the foreseeable future,

Funds

Unrestricted funds are general funds which can be used by the PCC for general purposes. Designated funds are set aside by the PCC for a particular purpose and are also unrestricted. Restricted funds represent funds received for a specific object and may only be used for that object.

Incoming Resources

Collections are recognised when received by or on behalf of the PCC.
Planned giving under pledges or gift aid commitments is recognised when received.
Income tax recoverable on gift aid donations is recognised when the income is recognised.
Grants and legacies to the PCC are accounted when the PCC is notified of its legal entitlement and the amounts due.
Funds raised by coffee mornings or other events, sales of books, Bible reading notes and similar items are recognised gross. Rental income from the letting of church premises is accounted for when the rent is due.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

The Diocese "offer" is accounted for when payable. Any part unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Other expenditure is recognised when incurred and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included in the financial statements in accordance with s10(2), Charities Act 2011. The share of the Vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008, after consultation with the Diocese. No depreciation is provided as the property is included in the financial statements at that value.
No value is placed on moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers these to be inalienable property. All expenditure incurred during the year on the Church buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA) and separately disclosed.

All equipment, carpets, furniture and other similar items are written off as expenditure in in the Statement of Financial Activities (SOFA) and separately disclosed.

Current assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors, less provision for any amounts that may prove uncollectable.
Short-term deposits include cash held on deposit with the Diocesan Board of Finance.

NOTES TO THE ACCOUNTS for the year ended 31st December 2021

2 INCOME AND ENDOWMENTS

	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total	2020
2 (a) Donations and legacies				
Gift Aid donations	6,450		6,450	**6,450**
Tax recoveries	7,945		7,945	**11,376**
Other planned giving	42,696		42,696	45,838
Plate collections at services	147		147	**520**
Grants/Restricted/Designated donations	284		(R) 284	4,500
Legacies	88,214		88,214	0
All other giving	1,000		1,000	2,381
	146,736	-	**146,736**	**71,065**
2 (b) Investment income				
Interest	**49**	-	**49**	**72**
2 (c) Charitable activities				
Community outreach	12,165		12,165	4,642
Pippins	1,599		1,599	
Clergy fees	696	-	696	1,269
	£ 14,460	**£ -**	**£ 14,460**	**£ 5,911**
2 (d) Other activities				
Rentals	**10,475**	-	**10,475**	**13,533**
Other income	**105**	-	**105**	**696**
	10,580	-	**10,580**	**14,229**
TOTAL	**£ 171,825**	**£ -**	**£ 171,825**	**£91,277**

* 2020 income regrouped for better comparison with 2021

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2021

3 EXPENDITURE

	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total		2020
3 (a) Planned giving scheme expenses	76		76		88
3 (b) Charitable activities					
(i) Provision of Christian worship and ministry					
Diocese "offer"	46,500		46,500		46,500
Clergy expenses & housing costs	3,948	-	3,948		3,839
Services & fellowship	1,613	-	1,613		1,508
Adult work		-	-		-
Youth & childrens' work	8,690	4,500	13,190		8,527
Training and development	1,027	-	1,027		196
Outreach and publicity	291	-	291		2,220
Community outreach costs	11,191		11,191		
Subscriptions & sundry	875	-	875		607
Church & premises costs *(note 4)*	3,339	-	3,339		3,777
Management and administration *(note 5)*	6,018	-	6,018		4,980
	83,492	4,500	87,992		72,154
(ii) Support for the wider mission of the Church					
Grants and outward giving *(note 14)*	1,282		1,282		5,000
(iii) Provision of community facilities					
Church & premises costs *(note 4)*	5,009	-	5,009		5,665
Management and administration *(note 5)*	669	-	669		553
	5,678	-	5,678		6,218
TOTAL	£ 90,527	£ 4,500	£ 95,027	#	£ 83,460

	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total	2020 Total
4 CHURCH AND PREMISES COSTS				
Insurance	1,390	-	1,390	*1,373*
Water rates	49	-	49	*103*
Gas	1,193	-	1,193	*1,674*
Electricity	1,113	-	1,113	*1,108*
Cleaning	3,169	-	3,169	*3,278*
Maintenance & repairs	1,090	-	1,090	*1,607*
Equipment maintenance & renewal	344	-	344	*299*
	8,348	**-**	**8,348**	***9,442***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	3,339	-	3,339	*3,777*
Provision of community facilities - 60%	5,009	-	5,009	*5,665*
	8,348	**-**	**8,348**	**9,442**
5 MANAGEMENT & ADMINISTRATION				
Salaries	3,707	-	3,707	*3,403*
Stationery & postage	210	-	210	*474*
Telephone	416	-	416	*375*
Office computer and software	792	-	792	*509*
Office equipment hire & maintenance	394	-	394	*87*
Website maintenance	708	-	708	*30*
Other administrative costs	-	-	-	*195*
Independent Examiner's fees	460	-	460	*460*
	6,687	**-**	**6,687**	**5,533**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	6,018	-	6,018	*4,980*
Provision of community facilities *(10%)*	669	-	669	*553*
Total	**6,687**	**-**	**6,687**	**5,533**

6 STAFF COSTS **£17,366** **£14,550**

During the year the PCC employed a office adminstrator and a cleaner, neither of whom earned £60K per year or more.

Related parties

	2021	2020
Reimbursed expenses to the Vicar amounted to	0	0
Other members of the PCC were reimbursed	0	0
Donations made by PCC members to the Church	**£28,260**	**£31,733**

No payment other than for reimbursed expenses were made to PCC members

NOTES TO THE ACCOUNTS for the year ended 31st December 2021

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Diocese. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Valuation

At 31st Dec. 2020	**218,016**
At 31st Dec. 2021	**218,016**

	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total	*2020 Total*
8 DEBTORS				
Tax recoverable	2,079	0	2,079	2,499
Other debtors	1,119	0	1,119	1,029
	3,198	0	3,198	3,528
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	9,844	0	9,844	9,821
Diocesan Church Repair Fund	17,061	0	17,061	13,035
	26,905	0	26,905	22,856
10 CASH AT BANK & IN HAND				
Lloyds Bank	84,838	6,447	91,285	47,427
Barclays Bank	38,024		38,024	10,949
Cash in hand	166		166	27
	123,028	6,447	129,475	58,403
11 LIABILITIES				
Sundry creditors and accruals	5,782		5,782	7,789
	5,782	0	5,782	7,789

NOTES TO THE ACCOUNTS for the year ended 31st December 2021

12 UNRESTRICTED FUNDS	At 1/1/21	Income	Expenditure	Transfers	At 31/12/21
General Fund (page 14)	34,435	157,751	(76,570)	(4,000)	111,616
Designated Accounts					
Vicarage Property Fund	218,016				218,016
Community outreach	3,186	12,165	(11,191)		4,160
Church Repair Fund	13,035	26		4,000	17,061
Renovation Fund	2,864				2,864
Vicar's Discretionary Fund	751		(50)		701
Children and Families Worker Support Fund	10,000		(1,000)		9,000
Men's work	500				500
Youth fund	1,280				1,280
Mission specific giving		284	(284)		0
Pippins		1,599	(1,432)		167
Total Designated	249,632	14,074	-13,957	4,000	253,749
Total unrestricted	284,067	171,825	-90,527	0	365,365
13 RESTRICTED FUNDS					
Youth worker fund	4,500		(2,500)		2,000
Pastoral fund	2,000		(2,000)		-
Shower and Toilet fund	4,447				4,447
	£ 10,947	£ -	(£ 4,500)	£ -	£ 6,447
Total Funds	**£ 295,014**	**£ 171,825**	**(£ 95,027)**	**£ -**	**£ 371,812**

DESCRIPTION OF FUNDS

The General Fund represents the funds available to the PCC for the day to day running of the church and the parish.

The Vicarage Property Fund represents the PCC's proportionate share of the freehold value of the Vicarage.

The Church Repair Fund represents the funds held with the Diocese set aside for future quinquenial repairs.

The Renovation Fund has been established to set money aside for making the church premises more welcoming by improving signage, foyer environment and provision of information.

Vicar's Discretionary Fund is set aside for assistance to parishioners at the confidential discretion of the vicar.

The Children and Family Worker Support Fund has been set up to enable a medium term employment commitment to be made for a part-time family worker in the parish.

Other designated asset funds represent monies given to the PCC towards projects or one-off items of expenditure which otherwise would have been funded from the general fund.

Associated Organisations show the movements of the funds held for or by the various bodies belonging to the parish fellowship.

Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other

NOTES TO THE ACCOUNTS for the year ended 31st December 2021

14. GRANTS/OUTWARD GIVING

	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total	2020
1. Overseas relief and development agencies				
Rochester Diocese - Poverty & Hope Appeal	142		142	500
2. Home mission and other charitable giving				
Sevenoaks Welcomes Refugees	142		142	
Oakley School			-	500
Temple Grove School			-	500
Skinners Primary School (Knightswood)	258		258	500
Hospice in the Weald			-	500
Gerry & Jo Bowyer	250		250	1,000
Nourish			-	
Jimmy and Katie Rocks	1,000		1,000	1,500
Crossways				500
Totals*	**1,792**	**-**	**1,792**	**5,500**

*

prior yr balance		510
2021 expense	998	
Xmas Carol specific giving	284	
2021 expense		**1282**
total give away		**1792**

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2021

	2021	2020
INCOME		
Envelopes & direct to bank	42,696	45,838
Gift Aid Donations	6,450	6,450
Tax recoveries	7,945	11,376
Plate & other donations	1,147	2,829
Legacies	88,214	
Fees, hirings & other income	11,299	15,610
TOTAL INCOME per accounts *(page 12)*	**157,751**	**82,103**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	46,500	46,500
Clergy other expenses	16,724	15,812
Church running costs including repairs	12,348	14,692
Mission Tithe allocation	998	5,000
TOTAL EXPENDITURE per accounts *(page 12)*	**76,570**	**82,004**
Transfer to Repairs Fund	4,000	5,250
TOTAL OUTGOINGS	**80,570**	**87,254**
SURPLUS FOR YEAR	**77,181**	**(5,151)**
Balance brought forward	34,435	39,586
Balance carried forward *(page 6 and page 12)*	**111,616**	**34,435**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PHILIP, TUNBRIDGE W

England & Wales - Charity number 1163165

Accounts

St Philip's Church

ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2020

Parish of St. Philip, Tunbridge Wells

Registered charity number: 1163165

Parish of St. Philip, Tunbridge Wells

REFERENCE AND ADMINISTRATIVE INFORMATION 2020

Office:	Church Office St Philip's Church Birken Road Tunbridge Wells TN2 3TE	*The Church Office is open* *9.30am - 12.30pm* *Monday - Thursday only* *phone: 01892 531031*
Vicar:	The Revd. Richard Thomas The Vicarage Birken Road Tunbridge Wells TN2 3TE	
Bankers:	Lloyds TSB Bank plc 82 Mount Pleasant Road Tunbridge Wells, TN1 1RP	Barclays Bank pic 10 Calverley Road Tunbridge Wells, TN1 2UZ
Independent Examiner:	Martyn Burt (ACMA,CGMA) adventus accounting solutions Ashby Acres, Chapel Lane, Grimsby DN37 0QT	
Members of the PCC:	The Revd. Richard Thomas Mr Anthony King Mr Martyn Root Mr Andrew Collins	*Vicar (Chairman)* *Warden (to 18/10/20)* *Warden* *Warden (from 18/10/20)*
Elected to Deanery Synod	Dr Ray Hawkins Mr Dennis Pearce	*(2020-23)* *(2020-23)*
Elected members	Mrs Karen Cox Mrs Kay Williams Mrs Catherine Root Mrs Ailsa Hemsley Mrs Morgan Senior Ms Sarah Jacob Mrs Sarah Farnes Ms Rowena Wort Mr Anthony King	*(2018-21)* *(2018-21)* *(2018-21)* *(2019-22)* *(2019-22)* *(2019-22)* *(2020-23)* *(2020-23)* *(2020-23))*
Co-opted Member	Mrs Sandra Hawkins	*Secretary (from 18/10/20)*
Parish Administrator:	Mrs Emma Heasman	
Parish Treasurer	Mrs Kate Zhou	

Registered charity number: 1163165

Website: http://www.stphilipstw.co.uk

Parish of St. Philip, Tunbridge Wells

ANNUAL REPORT FOR 2020

Structure, governance and management

The parish of St Philip, Tunbridge Wells was created with effect from 1st August 2004.

The Parochial Church Council (PCC) is registered as a charity under the *Charities Act 2011*. The function and purpose of the PCC is outlined in the *Parochial Church Councils (Powers) Measure 1956*.

Charity Law requires the PCC to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity for that period. In preparing, these financial statements the PCC have:

- Selected suitable accounting policies and applied them consistently
- Made judgements and estimates that are reasonable and prudent
- Stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements and;
- Prepared the financial statements on the ongoing concern basis

The PCC have overall responsibility for ensuring the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the *Charities Act 2011*.

It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- The charity is operating efficiently and effectively
- The assets are safeguarded against unauthorised use and disposition
- Proper records are maintained and financial information used within the charity or for publication is reliable
- The charity complies with relevant laws and regulations

Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the *Church Representation Rules*. The APCM also appoints representatives to serve on the Deanery Synod. The names of those who have served on the PCC during the year are shown on Page 1. The APCM was held on 18 October 2020 via Zoom due to Covid 19 restrictions in March/April.

In addition to a number of Teams operated by the PCC, which meet between full meetings of the PCC, the church also has a Ministry Leadership Team (MLT), which provides guidance and advice to the PCC on key issues.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not met during the period of this report.

The Ministry Team has oversight of the support given by the parish to its link mission partners, and for mission generally, both overseas and in this country.

Other Teams of the PCC oversee the worship and prayer life of the church, children & youth work, finance, pastoral care and local outreach

The PCC is also represented on several Christian organisations and associations in the town.

Objectives and activities

The mission statement of St Philip's Church is

"Abiding in Jesus, transforming Our Communities"

St Philip's Church is located in the Sherwood district of Tunbridge Wells - an area designated as one of high social need.

When planning activities for the year, the vicar and PCC have considered the Charity Commission's guidance on public benefit in "*The Advancement of Religion for the Public Benefit*" and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the vicar in the parish and co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides a benefit to the public by:

a) Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers;
b) Supporting the wider mission of the Church through both prayer and grants to mission work, charities and Christian relief agencies.
c) Promoting Christian values, and service by Church members in their communities, to the benefit of individuals and society as a whole.
d) Providing community facilities in Church premises for groups to meet for social and educational purposes.

The council has complied with its duty under section 5 of the *Safeguarding and Clergy Discipline Measure 2016* (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). There have not been any current safeguarding issues raised during the year and the church completed the historic safeguarding request from the diocese.

In all its activities the PCC depends upon Church members who give freely of their time and talents to help achieve its mission. This resource cannot be quantified in monetary terms and is not included in the accounts.

Achievements and performance

The full PCC met 9 times during the year. Only two meetings 'in-person' and 7 via Zoom because of the Covid restrictions. Average attendance was 73%. Major decisions included approval of:

a) The appointment of a Children's Pastor
b) The adoption of the House of Bishop's; 'Promoting a Safer Church; Safeguarding Policy Statement'.
c) The review and approval of the Health & Safety Policy.
d) Jimmy and Katia Rocks as mission partners, living and working in Brazil.

e) The appointment of Emma Halls as a Youth Worker for three years
f) The Christmas giving was to support the Rochester Diocese Poverty & Hope Appeal and the local mental health charity Crossways.

In a very difficult year due to Covid 19 restrictions and lockdowns the regular worship of God in St Philip's continued. Prior to the first lockdown in March only 10 services were able to take place in church with an average attendance (including children) of 74 compared to 77 in 2019. Since then the services have been on line. From September to November another 10 'in person' services were held in compliance with Covid restrictions with an average attendance of 29 as the capacity of the church to meet restrictions is 30. The online services continued throughout the year including all Christmas services. The weekly groups who usually meet in the church, both church and community groups, have not been able to do so since March. This has resulted in a loss of £10k in rental fees.

However, volunteers from the church have run a weekly Community Larder which has received a large discount from Fair Share. This has been well attended by the community and continues into 2021. The generally private ministry of pastoral care in the parish also is carried out daily.

Meetings of the PCC have been via Zoom since March along with Prayer Meetings, Youth Group Meetings and Courses including an Alpha Course, a Marriage and a Raising Faith Course.

At the revision of the electoral roll in October 2020, there were 80 on the Church electoral roll, compared to 81 the previous year.

The parish has one Reader (PTO) and no Pastoral Assistants.

Financial review

The Report of the PCC has been prepared in accordance with *Accounting and Reporting by Charities* (SORP FRS102).

a) Reserves

The PCC has considered the level of reserves that it should carry to ensure that it could weather some downturn in its normal income pattern or deal with some unexpected, immediate and exceptional need for expenditure. The PCC reserves policy is that a level of freely available unrestricted general funds should be maintained equivalent to between three and six months' regular running costs (£22k to £45k). It was £34K in 2020.

b) Financial risks

A financial appraisal of the parish funding showed that there would be a high impact on parish finances if some members' regular giving was reduced or ceased. Another financial risk is the lack of rental income as a result of pandemic as we experienced in 2020 due to Covid-19. The rental income was reduced by half. To mitigate the above risks of reduced income, the Vicar has increased communications with the congregation on the situation and encouraged more standing order donations, providing contact details for gift aid questions.

c) Income

Total income of £91,277 is ca. £8K lower than last year's total income of £99,799 mainly due to about £10K less in rental income due to Covid lockdown. Lack of plate giving and decrease in envelop giving is more than offset by more direct bank transfer giving. £4,500 was donated specifically for the youth worker salary.

d) Expense

Expenses totalled £83K compared to £96K last year. This decrease was mainly due to government job retention support, less Offer to Diocese, and lower away giving.

e) Transfers

The PCC sets aside funds for the maintenance of the Church as agreed with the Diocese under the quinquennial repair programme. £5, 250 was transferred into the repair fund, an increase of almost £3K compared with last year.

£5K was transferred from the general fund to the Tithe fund from which grants are made to mission partners, aid agencies and other charities as decided by the PCC.

f) Funds

Overall net movement of funds is a surplus of £7,817, compared to £3,536 last year resulting in a net asset of £295,014 at the end of 2020 compared to £287, 197 last year.

The general fund shows a deficit of £5,151 for the year *(£2,546 surplus last year)* leaving a balance of £34,435 to be carried forward as freely available reserves. This is the equivalent of 5 months' regular running costs *(5 months last year)*.

Other than Vicarage Fund, the major part of the Designated Fund includes £13,035 for church repair and £10.000 for Children's worker.

The balance on restricted funds stands at a £10,947. This represents £4.447 remaining from the shower project to be used for upgrading the lavatories plus £2,000 received from St. Pauls Church for pastoral related costs and £4.500 for Youth Work salary.

Plans for the future

- To reach out with the love of Christ to the whole parish and to work together to further the church's mission to the new community of Knights Wood and Lakewood.
- The development of Men's Ministry.
- The development of Life Groups

Signed on behalf of the PCC on 10th March 2021

RICHARD THOMAS

Chairman

9 February 2021

Independent Examiner's report to the Member/Trustees of St Philip Tunbridge Wells

I report on the accounts for the year ended 31 December 2020 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

Since the gross income for the year exceeds the amount provided in section 143(3) of the Act, I confirm that I am qualified to act as an Independent Examiner under the provisions of that section of the Act and that my qualifications are set out as below.

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA, adventus accounting solutions

Ashby Acres, Chapel Lane, Ashby-cum-Fenby, Grimsby, DN37 0QT
e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com
Telephone: 07523 6229679

Parish of St Philip, Tunbridge Wells

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2020

	Note	Unrestricted Funds	Restricted Funds	Total	*2019*
INCOME AND ENDOWMENTS from					
Donations and legacies	2 (a)	**66,565**	**4,500**	**71,065**	*68,171*
Investment income	2 (b)	**72**	**-**	**72**	*63*
Charitable activities	2 (c)	**1,269**	**-**	**1,269**	*4,956*
Other trading activities	2 (d)	**18,871**	**-**	**18,871**	*26,609*
TOTAL		**86,777**	**4,500**	**91,277**	**99,799**
EXPENDITURE on					
Raising funds	3 (a)	**88**	**-**	**88**	*91*
Charitable activities					
(I) Provision of Christian worship and ministry	3 (b i)	**72,154**	**-**	**72,154**	*78,978*
(II) Support for the wider mission of the Church	3 (b ii)	**5,000**	**-**	**5,000**	*7,650*
(III) Provision of community facilities	3 (b iii)	**6,219**	**-**	**6,219**	*9,544*
TOTAL		**83,460**	**-**	**83,460**	*96,263*
NET MOVEMENT IN FUNDS		**3,317**	**4,500**	**7,817**	**3,536**
Balances brought forward 1st January 2020		**280,750**	**6,447**	**287,197**	*283,661*
BALANCES CARRIED FORWARD 31st December 2020		**£ 284,067**	**£ 10,947**	**£ 295,014**	*£ 287,197*

Parish of St Philip, Tunbridge Wells

BALANCE SHEET as at 31st December 2020

	Note	Unrestricted Funds	Restricted Funds	Total	*2019*
FIXED ASSETS					
Tangible Fixed Assets	7	**218,016**	-	**218,016**	*218,016*
CURRENT ASSETS					
Debtors	8	**3,528**	-	**3,528**	*4,763*
Short Term Deposits	9	**22,856**	-	**22,856**	*17,535*
Cash at Bank & in Hand	10	**58,403**	-	**58,403**	*59,688*
		84,787	-	**84,787**	*81,986*
LIABILITIES:					
Amounts falling due within	11	**7,789**	-	**7,789**	*12,805*
NET CURRENT ASSETS		**76,998**	-	**76,998**	*69,181*
TOTAL ASSETS LESS CURRENT LIA		**295,014**	-	**295,014**	*287,197*
NET ASSETS		**£ 295,014**	**£ -**	**£ 295,014**	£ 287,197
FUNDS					
Unrestri - General	12	**34,435**	-	**34,435**	*39,586*
- Designated	12	**249,632**	-	**249,632**	*241,164*
		284,067	-	**284,067**	*280,750*
Restricted	13	**-**	**10,947**	**10,947**	*6,447*
TOTAL FUNDS		**£ 284,067**	**£ 10,947**	**£ 295,014**	£ 287,197

Approved on 10th March, 2021 by the Parish Church Council and signed on its behalf by
RICHARD THOMAS, Vicar

KATE ZHOU, Treasurer

Parish of St Philip, Tunbridge Wells
NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2020

1 ACCOUNTING POLICIES

The Church is a Public Benefit Entity (PBE) within the meaning of FRS102. The accounts show a true and fair view and have been prepared under the Charities Act 2011 and the Church Accruals Accounts August 2016 and in accordance with the applicable accounting standard (FRS102) and the Charities SORP based thereon.

The accounts have been prepared under the historical cost convention except for the freehold property which is shown at a market value assessed by the PCC in March 2008. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

There is no material uncertainty about the Church's ability to continue as a going concern for the foreseeable future,

Funds

Unrestricted funds are general funds which can be used by the PCC for general purposes. Designated funds are set aside by the PCC for a particular purpose and are also unrestricted. Restricted funds represent funds received for a specific object and may only be used for that object.

Incoming Resources

Collections are recognised when received by or on behalf of the PCC. Planned giving under pledges or gift aid commitments is recognised when received. Income tax recoverable on gift aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted when the PCC is notified of its legal entitlement and the amounts due. Funds raised by coffee mornings or other events, sales of books, Bible reading notes and similar items are recognised gross. Rental income from the letting of church premises is accounted for when the rent is due.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The Diocese "offer" is accounted for when payable. Any part unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Other expenditure is recognised when incurred and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included in the financial statements in accordance with s10(2), Charities Act 2011. The share of the Vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008, after consultation with the Diocese. No depreciation is provided as the property is included in the financial statements at that value. No value is placed on moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers these to be inalienable property. All expenditure incurred during the year on the Church buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA) and separately disclosed.

All equipment, carpets, furniture and other similar items are written off as expenditure in in the Statement of Financial Activities (SOFA) and separately disclosed.

Current assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors, less provision for any amounts that may prove uncollectable. Short-term deposits include cash held on deposit with the Diocesan Board of Finance.

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2020

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Total	*2019*
2 (a) Donations and legacies				
Donations eligible for tax recovery	41,004	4,500	45,504	44,152
Tax recoveries	11,376	-	11,376	11,038
Other planned giving	11,284	-	11,284	1,643
Plate collections at services	520	-	520	3,638
Grants		-	-	1,000
All other giving	2,381		2,381	6,700
	66,565	4,500	71,065	68,171
2 (b) Investment income				
Interest	72	-	72	63
2 (c) Charitable activities				
Clergy fees	1,269	-	1,269	4,956
2 (d) Other activities				
Rentals	13,533	-	13,533	24,991
Other income	5,338	-	5,338	1,618
	18,871	-	18,871	26,609
TOTAL	£ 86,777	£ 4,500	£ 91,277	£ 99,799

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2020

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total	*2019*
3 (a) Planned giving scheme expenses	**88**	-	**88**	91
3 (b) Charitable activities				
(i) Provision of Christian worship and ministry				
Diocese "offer"	**46,500**		**46,500**	53,000
Clergy expenses & housing costs	**3,839**	-	**3,839**	4,159
Services & fellowship	**1,508**	-	**1,508**	3,734
Adult work		-	-	179
Youth & childrens' work	**8,527**	-	**8,527**	1,622
Training and development	**196**	-	**196**	-
Outreach and publicity	**2,220**	-	**2,220**	2,000
Subscriptions & sundry	**607**	-	**607**	525
Church & premises costs *(note 4)*	**3,777**	-	**3,777**	5,771
Management and administration *(note 5)*	**4,980**	-	**4,980**	7,988
	72,154	-	**72,154**	78,978
(ii) Support for the wider mission of the Church				
Grants and outward giving *(note 14)*	**5,000**		**5,000**	7,650
(iii) Provision of community facilities				
Church & premises costs *(note 4)*	**5,665**	-	**5,665**	8,656
Management and administration *(note 5)*	**553**	-	**553**	888
	6,219	-	**6,219**	*9,544*
TOTAL	**£ 83,460**	**£ -**	**£ 83,460**	*£ 96,263*

Parish of St Philip, Tunbridge Wells
NOTES TO THE ACCOUNTS for the year ended 31st December 2020

	Unrestricted Funds	Restricted Funds	Total	*2019*
4 CHURCH AND PREMISES COSTS				
Insurance	1,373	-	1,373	*1,348*
Water rates	103	-	103	*93*
Gas	1,674	-	1,674	*1,812*
Electricity	1,108	-	1,108	*1,279*
Cleaning	3,278	-	3,278	*4,952*
Maintenance & repairs	1,607	-	1,607	*4,578*
Equipment maintenance & renewal	299	-	299	*365*
	9,442	**-**	**9,442**	***14,427***
allocated to activities in proportion to usage				
Provision of Christian worship and ministry - 40%	3,777	-	3,777	*5,771*
Provision of community facilities - 60%	5,665	-	5,665	*8,656*
	9,442	**-**	**9,442**	**14,427**
5 MANAGEMENT & ADMINISTRATION				
Salaries	3,403	-	3,403	*6,552*
Stationery & postage	474	-	474	*605*
Telephone	375	-	375	*372*
Office computer and software	509	-	509	*314*
Office equipment hire & maintenance	87	-	87	*344*
Website maintenance	30	-	30	*20*
Other administrative costs	195	-	195	*209*
Independent Examiner's fees	460	-	460	*460*
	5,533	**-**	**5,533**	**8,876**
allocated to activities in proportion to Administrator's time spent				
Provision of Christian worship and ministry *(90%)*	4,980	-	4,980	*7,988*
Provision of community facilities *(10%)*	553	-	553	*888*
	5,533	**-**	**5,533**	*8,876*

6 STAFF COSTS	**2020 Cost**	Furlough PMT	Total Pmt	**2019**
Office Admin (12 hrs/week contract)	3,403	3,461	6,864	6,552
Cleaner (10 hrs/week contract)	2,660	2,176	4,836	4,680
Children worker (12 hrs/week contract)	5,676		5,676	0
Youth worker (10 hrs/week contract)	2,811		2,811	787
	£14,550	**£5,637**	**£20,187**	**£12,019**

No pension or NI paid to any staff

Related parties	**2020**	**2019**
Reimbursed expensese to the Vicar amounted to	£0	£997
Other members of the PCC were reimbursed	£0	£0
No payment other than for reimbursed expenses were made to PCC members		
Donations made by PCC members to the Church totalled	£31,733	£21,085

Parish of St Philip, Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2020

7 FIXED ASSETS FOR USE BY THE PCC

Land and Buildings

As set out in Note 1 to these accounts, the PCC is not obliged under the requirements of the Charities SORP to allocate any value to consecrated buildings. St Philip's Church is an unconsecrated building, but due to its special nature no market valuation can be readily determined.

The Parish has a 60.56% legal interest in the vicarage known as St Philip's Vicarage. The share of the vicarage owned by the PCC is included at a market value assessed by the PCC in March 2008 following consultation with the Dioceses. The PCC have reviewed the value of the property at 31 December 2018 and consider the carrying value to be the same as the initial value in March 2008 in light of the fluctuations in the UK property market.

Valuation

At 1st Jan. 2020	**218,016**
At 31st Dec. 2020	**218,016**

	Unrestricted Funds	Restricted Funds	Total	*2019 Total*
8 DEBTORS				
Tax recoverable	2,499	0	2,499	*2,499*
Other debtors	1,029	0	1,029	*2,264*
	3,528	0	3,528	*4,763*
9 SHORT TERM DEPOSITS				
Diocesan Loans Fund	9,821	0	9,821	*9,782*
Diocesan Church Repair Fund	13,035	0	13,035	*7,753*
	22,856	0	22,856	*17,535*
10 CASH AT BANK & IN HAND				
Lloyds Bank	47,427		47,427	*39,172*
Barclays Bank	10,949		10,949	*20,272*
Cash in hand	27		27	*244*
	58,403	0	58,403	*59,688*
11 LIABILITIES				
Sundry creditors and accruals	7,789		7,789	*12,805*
	7,789	0	7,789	*12,805*

NOTES TO THE ACCOUNTS for the year ended 31st December 2020

	At 1/1/20	Income	Expenditure	Transfers	At 31/12/20
12 UNRESTRICTED FUNDS					
General Fund (page 14)	39,586	82,103	(82,004)	(5,250)	34,435
Designated Accounts					
Vicarage Property Fund	218,016	-	-	-	218,016
Community Support/Outreach	-	4,642	(1,456)		3,186
Church Repair Fund	7,753	32		5,250	13,035
Renovation Fund	2,864				2,864
Vicar's Discretionary Fund	658			93	751
Children and Families Worker Support Fund	10,000				10,000
Men's work	500				500
Kidz Klub	93			(93)	-
Youth fund	1,280				1,280
					-
	241,164	4,674	(1,456)	5,250	249,632
Total unrestricted	£ 280,750	£ 86,777	(£ 83,460)	£ -	£ 284,067
13 RESTRICTED FUNDS					
Youth worker fund	-	4,500			4,500
Pastoral fund	2,000				2,000
Shower and Toilet fund	4,447				4,447
	£ 6,447	£ 4,500	£ -	£ -	£ 10,947
Total Funds	**£ 287,197**	**£ 91,277**	**(£ 83,460)**	**£ -**	**£ 295,014**

14 DESCRIPTION OF FUNDS

The General Fund is available to the PCC for the day to day running of the church and the parish.
The Vicarage Property Fund is the PCC's proportionate share of the freehold value of the Vicarage.
Community Support/Outreach Fund is for projects that support the community, eg. food bank.
The Church Repair Fund is held with the Diocese set aside for future quinquennial repairs.
The Renovation Fund is for making the church premises more welcoming by improving signage, foyer environment and provision of information.
Vicar's Discretionary Fund is for assistance to parishioners at the confidential discretion of the vicar.
The Children and Family Worker Support Fund is to enable a medium term employment commitment to be made for a part-time family worker in the parish.
Men's Work Fund is for projects/activities that are specific for male members in the church.
Youth Fund is for hiring staff working with youth members in the church.
Restricted Funds represent funds given for specific purposes and cannot be used by the PCC for any other purpose without the express permission of the donors. This includes Youth Worker Fund which can be used for hiring staff working with youth members as above, Pastoral fund which is for salary for staff who work with church members and Shower and Toilet Fund which is for improving the church toilet and shower when necessary.

Parish of St Philip Tunbridge Wells

NOTES TO THE ACCOUNTS for the year ended 31st December 2020

14 GRANTS & OUTWARD GIVING

	Unrestricted Funds	Restricted Funds	Total	*2019*
1. Overseas relief and development agencies				
Tear Fund			-	*1,035*
Open Doors			-	*800*
Rochester Diocese - Poverty & Hope Appeal	**500**		**500**	*248*
2. Home mission and other charitable giving				
Tunbridge Wells Youth For Christ			-	*500*
Life & Soul			-	*747*
Oakley School	**500**		**500**	*400*
Temple Grove School	**500**		**500**	*400*
Skinners Primary School (Knightswood)	**500**		**500**	*400*
Skinners Kent Academy	**500**		**500**	
Hospice in the Weald			-	*500*
Jimmy and Katie Rocks	**1,500**		**1,500**	
Spadework			-	*320*
Crossways	**500**		**500**	
Young Person Support Fund			-	*500*
Gerry & Jo Bowyer	**1,000**		**1,000**	*800*
Dan Allen Mission trip			-	*500*
Air Ambulance			-	*500*
Totals	**5,500**	-	**5,500**	***7,650***

Note: £5k included in the expense in 2020, £500 from previous years balance of unpaid away giving

PROFORMA GENERAL ACCOUNT for the year ended 31st December 2020

INCOME	2020	*2019*
Envelopes & direct to bank	45,838	42,620
Other tax effective givings	6,450	3,175
Tax recoveries	11,376	11,038
Plate & other donations	2,829	9,610
Fees, hirings & other income	15,610	31,604
TOTAL INCOME *(page 12)*	**82,103**	**98,047**
EXPENDITURE & OUTGOINGS		
Diocese "offer"	46,500	53,000
Clergy other expenses	15,812	12,220
Church running costs including repairs	14,692	20,861
Mission Tithe allocation	5,000	6,920
TOTAL EXPENDITURE per accounts *(page 12)*	**82,004**	**93,001**
Transfer to Repairs Fund	5,250	2,500
TOTAL OUTGOINGS	**87,254**	**95,501**
SURPLUS FOR YEAR	**(5,151)**	**2,546**
Balance brought forward	39,586	37,040
Balance carried forward *(page 6 and page 12)*	**34,435**	**39,586**